



King Edward VII School

Headteacher – Linda Gooden
BA MEd NPQH

Lower School
Darwin Lane
Sheffield
S10 5RG
t: 0114 2682477

Upper School
Glossop Road
Sheffield
S10 2PW
t: 0114 2662518

w: kes.sheffield.sch.uk
e: office@kes.sheffield.sch.uk



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September 2022

To: Parents/Carers of Year 10 Students

Dear Parent/Carer

Welcome to Year 10 and the start of your son/daughter's GCSE and Key Stage 4 courses. We are looking forward to working with students to help them achieve their best academically, while supporting them in their development of their interests and talents and ensuring that they thrive as healthy and happy young people.

The pastoral team that will support your son/daughter through Year 10 includes:

- **Mr J Kennedy, KS4 Leader:** jkennedy@kes.sheffield.sch.uk
- **Miss J Sale, Pastoral Manager:** jsale@sheffield.sch.uk
- **Mrs L Warde, Assistant Headteacher:** lwarde@kes.sheffield.sch.uk
- **Mrs C Corker, Senior Learning Mentor for Safeguarding and Children who are Looked After:** ccorker@kes.sheffield.sch.uk
- **Mr H Parker, Deputy Headteacher:** hparker@kes.sheffield.sch.uk
- **Ms A Murray, SENDCO:** amurray@kes.sheffield.sch.uk
- **Mr S Fingleton, Head of Careers and Work Experience Coordinator:** singleton@kes.sheffield.sch.uk

Each student has been given their own timetable with details of their lessons, rooms and teachers but the big change this year is that we are no longer using Consistent Conduct Books to implement our Conduct Policy. Instead, all students will need to wear their electronic ID card and lanyard at all times for site security. They also use this to operate the electronic gates when they are permitted to do so.

To keep track of their conduct points, attendance and punctuality, homework and other independent learning tasks, the School has now adopted an app called Satchel which will be used across all key



stages. Satchel incorporates the ShowMyHomework app that we have used previously. Students and staff can access this from the school's website or the MLE (which is our internal system) but there is also a mobile-friendly app that is available for students, parents and staff to download. Parents will receive an email very soon with log in details. This means that you can keep track of your child's attendance and conduct points, and also the homework tasks that they are being set. We have made this decision after considering the viewpoints of parents who have given us feedback that they valued this aspect of ShowMyHomework. We are hopeful that this will empower you to have a greater understanding of what is happening in School for your children.

Assessment, examination and other important dates and deadlines are in the school's calendar on the website - www.kes.sheffield.sch.uk. Assessment information is also advertised through weekly bulletins which we email to students and, if we have your correct email address, you will also receive a copy.

Year 10 students have an important year ahead with trial examinations **from 20th-31st March** and other internal and external assessments in some subjects. In addition to this, the majority of students will take one Science GCSE examination in the summer of Year 10, leaving them with two other Sciences to take in Y11. We hope that you will join us next week where you can talk to us about this and any other KS4 matters, at our **Y10 Information Evening for Parents on Tuesday 13th September at 6pm in Upper School Assembly Hall.**

We continue to strive for the *highest possible attendance for each student in school as statistics show that those students who attend School continuously will achieve more highly than those who do not.* Please contact school immediately if your son/daughter is unwell or needs leave of absence from school for any reason and provide medical evidence where possible. You can expect contact from us if your child's attendance drops below 97% and more regular contact and monitoring if it falls further to 92% or lower.

Our Pastoral Managers are the key points of contact for issues relating to attendance; they will work with students, parents and carers alongside the rest of the team, during the course of KS4. We use text and email to contact parents where possible and to pass on important information throughout the year. **However, requests for Leave of Absence should be made directly to lwarde@kes.sheffield.sch.uk.**

Please make sure we have accurate up-to-date mobile phone and email contact details so that we can keep you informed throughout the year. You can email these details to Ms Amy Locking in the School Office (email: alocking@kes.sheffield.sch.uk).

Please do not hesitate to contact the school if you require further information to help you support your child's success. We look forward to helping all of our Year 10 students to fulfil their potential in this important year.

Yours sincerely



**Mrs L Warde
Assistant Headteacher
Key Stage 4**