



## Head of School Weekly Update

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Welcome to this week's end of week update.

The focus this week is around information sharing and operational updates for the next few weeks.

As always, I hope that you find this useful!

### *PPE exams*

As you will be aware, students in Year 11 and 13 have been completing their PPE examinations this week. I want to say a huge well done to the students for their hard work and perseverance this week.

Results from these examinations will be available at the end of the week of 4<sup>th</sup> December. We have parents evening for Year 11 on Wednesday 13<sup>th</sup> December and parents evening for Year 13 on Tuesday 19<sup>th</sup> December to discuss these results and student progress.

Further details will be shared about how to book appointments for these evenings in a separate communication.

### YEAR 10 AND 12 January exams

I have had a number of questions about exams in January for year 10 and 12 and I wanted to confirm that there are no formal PPE exams in January, but there will be an in-class assessment week for students where we will be looking at the progress made since September. More details will be shared about this in future updates.

### *Christmas Lunch and Christmas Jumper Day*

We will be hosting our Christmas Lunch and Christmas Jumper Day on Wednesday 13<sup>th</sup> December.

Students are invited to wear their most festive jumpers to school with their usual business dress underneath. We will be collecting a donation of £1 per student for this and all donations will be given to Save the Children.

Our Christmas Lunch menu will be a full roast with all the trimmings, a pudding and a bottle of water for £5. On this day, no other lunch items will be available for purchase apart from sandwiches and fruit.

Christmas lunch orders must be made in advance by completing this form, no later than Monday 4<sup>th</sup> December.

### [Christmas Lunch Order Form](#)

Unfortunately, this meal is not available to purchase on the day and must be booked in advance. Students in receipt of free school meals are not required to pay for their lunch, but must still order using the form above.

### *UCAS workshop*

On Monday 27<sup>th</sup> November we are holding a workshop for all Year 13 students to walk them through how to complete their UCAS or apprenticeship applications.

Students will be working in the hall and need a fully charged laptop and their UCAS log in ready to go!

We hope this is a really productive and supportive session where students will be coached on how to write a strong application and will be able to submit their applications during the session.

## *Personal and Professional Development Sessions*

Key Stage 4 students will be participating in some whole group activities in their personal and professional development sessions over the next few weeks.

These include the screening of a Channel 4 documentary called “One Killer Punch” and a visit from an external speaker who will share his lived experience with them of exposure to drugs and criminal activity.

I am expecting these sessions to create great discussion about safety, risk and managing risks with students. The documentary has a parental guidance warning on it, but having used this resource at UTC Reading in the past, we have found that it is a very useful platform to use to bring about discussion and understanding of the risks of physical violence.

Students will be supervised by staff when watching the documentary. If you would like to view the content, you can find the documentary here: <https://dailymotion.com/video/x6irbcp>

## *Parent forum feedback*

We were really pleased to spend time with the Year 12 Parents forum today and found the discussion and feedback really useful in helping us understand the parent experience at UTC Reading.

We have further workshops upcoming, and if you are able to join us, please book a space here:

- [Year 13 parents](#) Friday 1 December 11.30am

If you aren't able to attend, we would be very grateful to hear your feedback via [this form](#). We will also be running sessions for parents of children with SEND and will share information about this in due course.

## *Safeguarding – Filtering and Monitoring*

This week all students have been in assemblies where they have been shown how we are keeping their internet usage safe at UTC Reading.

We have high quality filtering of our system that prevents students from accessing potentially harmful or inappropriate materials. Each time any device attempts to access any material of this kind, it is blocked on the student device and the safeguarding team receive an immediate notification of this.

Students have been discussing this system and its purpose to keep our community safe, along with an expectation that if they do attempt to access something inappropriate, they will be spoken to by the safeguarding team and we may contact home to discuss this too.

I have also reminded students about the acceptable use agreement which prohibits use of personal hotspots because all devices must use the school internet so we can safely filter and monitor the internet as outlined above.

Our acceptable use policy can be found here: <https://www.alet.org.uk/wp-content/uploads/2017/04/NEW-2021-IT-Acceptable-Usage-Agreement.pdf>

## *Key Contact Details*

### ***Senior Leadership Team***

Executive Principal – Wayne Edwards

Head of School – Jennie Thomson

Assistant Head of School – Stephanie Mitchell

Acting Assistant Head of School – Anderson Ramdeen

### ***Safeguarding Team***

Designated Safeguarding Lead – Jennie Thomson

Deputy Designated Safeguarding Leads – Anderson Ramdeen, Jackie Wynter, Wayne Edwards, Stephanie Mitchell, Charlotte Tennant, Julie Hooper

### ***SEN Team***

Trust Lead for SEN and Safeguarding – Linda Stevens

SEN Coordinator – Siua Abnett

### ***Curriculum Leadership Team***

Director of Maths – Lewis Hart

Director of English – Thomas Trayers

Acting Director of Science – Carly Gale

Director of Design, Engineering and Technology – Jamie Chandler

Director of Computing – Ian Scott

Finally, a reminder of key dates coming up. We have a full school INSET day on **Friday 8<sup>th</sup> December** and we break up for the end of term at **12:30pm on Wednesday 20<sup>th</sup> December**.

Wishing everyone in the community a restful weekend.

Kind regards

A handwritten signature in blue ink that reads "J.A. Thomson".

Jennie Thomson

**Head of School**