



## Reading Girls' School

Principal: Marika Farrugia

8 September 2023

Dear Parents/Carers

I hope you have had a wonderful and restful summer holiday. The beginning of an academic year always brings a great deal of excitement and we had a great deal of that this week. I wish to welcome all our Year 7s and their families. Year 7s were in school on Tuesday and they did exceptionally well managing their emotions and embracing the changes that such transition brings. They are to be congratulated. They will quickly settle at Reading Girls' School and I know that all the school will be looking out for them and supporting them. I wish to also welcome back all our other students.

### Senior Leadership Team.

The Senior Leadership Team will now consist of:

Vice Principal	Karen Stannard
Vice Principal	Roane Haywood
Assistant Principal	Caroline Shephard
Assistant Principal	Isobel Pravda
Assistant Principal	Lisa McCarthy (SEND/Inclusion)

### Changes to the school day

This academic year we have introduced some changes and everyone seems to be quickly adapting to them, demonstrating their resilience. As you recall from my communication with you last academic year, we have changed the nature of our school day so that while the timings of the day remain the same, we now start our school day with Mentoring, followed by 5 x 65-minute lessons. One of the reasons this change has taken place is because we now have 900 pupils and we want to ensure we are giving each child the attention they need. We therefore have introduced Mentoring (traditionally called a Tutor time). Their mentor who will be with them each morning, focusing on them academically and pastorally, and listening to any concerns that they have. I believe that this will ensure that not only are we successfully supporting students with their academic progress, but we are also looking after every child's wellbeing.

In addition, we have extended our lunch break to 40 minutes giving students time to enjoy being with their peers as well as attend clubs. Each year group will be allocated an area in the school where they can eat. They will, however, be required to go outside and enjoy the fresh air once they have eaten so that others can also have the opportunity to sit down and eat. As I said to the students in our whole school assembly, as a larger community we need to consider others as well as ourselves.

### Attendance and Punctuality

As you are aware attendance and punctuality are really important if your child is to succeed. Ms Coomber our Attendance Officer will be writing to you to remind you of our expectations. Students should attend school everyday and be in school **no later than 8.20am**. If your child is a little unwell please do consider bringing them to school because we will be in touch with you if their symptoms should deteriorate. If your child however, is so poorly that they are not able to come to school please contact the school first thing in the morning and subsequent mornings to report their absence.

Please note that we are unable to authorise any absences during the school term, and any holidays will be unauthorised and subject to a fine, in line with government guidelines.

### Uniform

As you can appreciate our uniform is a source of great pride to us and I have attached a full reminder of the uniform expectations for the pupils with this letter. I am delighted to inform you that the majority of our students wear their uniforms according to our policy and do the school proud. There are some students whose length of skirt does not always comply with our expectations, and if this is the case your child's Head of Year will be in touch with you to discuss. Please make sure that your child's full name is on every piece of their school uniform as there was a great deal of lost property last academic year that we were not able to return to its owner.

### Pastoral

I have set out below the Heads of Year for each of the different year groups for the coming year for your reference:

Head of Year	Year Group	Email address
7	Ms Hamilton	nhamilton@readinggirlsschool.net
8	Ms Jogbodo	njogbodo@readinggirlsschool.net
9	Ms Mcleod	jmcleod@readinggirlsschool.net
10	Ms Maye	mmaye@readinggirlsschool.net
11	Ms Hargrave	dhargrave@readinggirlsschool.net

If you are concerned about the safeguarding of your child or any child in the school, please contact Ms Stannard who is our Designated Safeguarding Lead on [kstannard@readinggirlsschool.net](mailto:kstannard@readinggirlsschool.net).

### Communications

To continue improving our communication with you we bought into Edulink. This will now be our preferred mode of communication. You should have received login details. If you have any issues with accessing Edulink please email Ms Short on [eshort@readinggirlsschool.net](mailto:eshort@readinggirlsschool.net).

In addition, if you have any concern regarding your child, **please do contact your child's Head of Year in the first instance**, as they will be able to deal with it as swiftly as possible. If it relates to a specific subject, please contact your child's subject teacher. We aim to respond within the 48 hours.

### New Staff

As always while we had to sadly say goodbye to some members of staff last term, I am delighted to welcome the following:

Ms Shephard	Assistant Principal
Ms Maynard Mcleod	Food Technology Lead Teacher
Ms Jennifer Hayton	English Teacher
Ms Anna Rosier	French Teacher
Ms Lucy Fewkes	Dance Teacher
Ms Rose Kayani	Maths Teacher
Mr Ghimire	Maths Teacher

**Car Park**

While we are happy for parents to use our car park at the moment, with the increase in numbers in the school, we will continue to monitor the number of cars coming onto the site as we have to consider the safety of our students. If you are able to car share, walk or park off the school site it would ease the congestion. When dropping students to school and/or picking them up it is important that the one-way system is followed. It is set up in order to keep the traffic flowing. Priority should always be given to the school buses to allow them to leave the premises as promptly as possible.

Please make sure that you only park in a designated parking bay and do not wait by the school building. As you enter or exit the gates ensure that you drive slowly as our students are regularly using the crossings before the gates. It is also important that you do not drive more than 5 miles/hour. If any parent is found not complying with these safety regulations, we may ask them not to come within the grounds of the school with their car during these hours. These regulations are there for the safety of the children.

**Principal's Surgery**

A reminder that the Principal's Surgery continues this academic year on Fridays: 8.15-9.15am. Please do pop in. While I will not be able to resolve matters there and then I will look into them and ensure they are being resolved.

If you are unable to come during this time, please do email my Personal Assistant, Ms Clacey ([jclacey@readinggirlsschool.net](mailto:jclacey@readinggirlsschool.net)) who will book you an appointment.

I wish our students all the very best for this academic year and I look forward to seeing you in our many school events.

Yours sincerely



**Ms M Farrugia**  
**Principal**