



1<sup>st</sup> June 2020

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Dear parents/carers,

I am delighted to introduce myself to you as the Performance Director for Year 7. Having taught at the school for 2 years and been Assistant Performance Director this past year, I am looking forward to leading this year group through their first year at Sandringham School. Year 7 is an important and exciting stage of their education, and as Head of Year it is my role to support, encourage and monitor your son/daughter to ensure progress is made, whether in an academic or extracurricular capacity, as they begin their time here. I expect every student to maintain high standards of behaviour and to engage with their learning as they move forward with new and exciting challenges, and I hope they will approach with enthusiasm their school life at Sandringham. As with Mr Gray and Mr Kemp, I have recorded a short welcome video at [this link](#) detailing what the first few weeks at Sandringham will be like.

Having been in a pastoral care role in my previous employment at a boarding school, I know how important my job is for the students under my care, and also how vital it is to be the main contact point for you, alongside their form tutors. I am aware of how difficult it can be at times and I want you to know, we are here to help and to ensure your child achieves and excels at Sandringham School. As a parent/carer you also play an important role in the education of your child and your encouragement and involvement can help them do this. I would like to ask you to ensure your child is always prepared for each school day with the right equipment and that they regularly check and respond to emails from their teachers. Good routines will help them settle into their new school as quickly as possible and keep them from getting consequences. We will also use emails and phone calls as a way of maintaining good communication with home, so please ensure your email addresses and phone numbers on record with the school remain up to date. Your thoughts and views on how we can all work together in a meaningful way are always welcome.

My main targets for the initial part of the year are to settle your son/daughter during this transition to secondary school; after this unprecedented time and disruption to the end of their primary education, it is paramount that we establish a positive, ambitious and warm ethos for Year 7 as a group. I will foster a positive atmosphere with the year group where all students feel valued and understand our joint responsibility for developing their academic, emotional and social skills; so they can fulfil their potential and ambitions.

There are many exciting opportunities on the horizon for the year, which will be shared with you in due course, but for now I just wanted to establish contact and I look forward to meeting you soon and throughout this coming year.

Kind regards,

Amber Davies  
Performance Director of Year 7

