

September 2019

Dear Parent/Carer

Year 10

Your son has now met his Year 10 Form Tutor; the names of Year 10 Form Tutors and their form rooms are listed below.

There will be the opportunity to meet your son's Year 10 Form Tutor between 16.15 and 18.15 on 27 November and meet some of your son's subject teachers on 17 March 2020 at Parents' Meeting - further details on how to arrange this will be sent to you nearer to the time.

Whilst staff will record homework on SIMS which you will be able to see on the SIMS Parents App your son will also be issued with a homework diary at the beginning of the school year and we expect him to record his homework accurately and fully in this diary. We would be grateful if you could support your son and us by checking his homework on a daily basis.

If there is anything at all that you wish to know about the school, or about your son's well-being, please do not hesitate to contact either his Form Tutor or myself or make an appointment to see us. Similarly, if there is anything helpful for us to know regarding family circumstances, a change in telephone number at work/home or if you move house or change email address for school communication, please let us know as soon as possible at [admin@rgshw.com](mailto:admin@rgshw.com). If your son is too unwell to attend school, please email [attendance@rgshw.com](mailto:attendance@rgshw.com) or telephone 01494 551466 by 8am on each day of absence.

As you are aware, you and your son have completed and signed the 'RGS Lifetime Behaviour and Medical Consent form' for RGS day trips. However, please understand that it is a parental responsibility to inform Matron [matron@rgshw.com](mailto:matron@rgshw.com) of any changes to the medical condition of your son, and any changes to emergency contact numbers should be sent to Mrs Gamester [pg@rgshw.com](mailto:pg@rgshw.com); these requests apply to your son at any time during his school career. Contact detail changes can also be made using the SIMS Parent App.

Yours faithfully

**D P Gallagher**  
Head of Year 10

**Form Tutors/Room Numbers**

<b>10</b>	<b>HoY: Mr DP Gallagher</b>	
GK	Mr GS Kirkham	28
JH	Mrs JL Holdsworth	27
MS	Miss MD Smith	18
RA	Mr RJ Atkin	39
SB	Mrs SJ Booth	L9
SM	Mrs SL Morsing/Mr TK Maruf	31