

27 June 2025

Dear parent/carers,

I would like to take this opportunity to thank you for the continued support you have shown throughout this academic year and to inform you of some upcoming changes to our tutor group arrangements, which will take effect from September 2025.

As part of the natural progression within our school community, a few members of our teaching staff will be taking on new opportunities in the coming academic year. Some will be moving on to positions at other schools, while others have received well-deserved promotions within our own school. We are incredibly proud of their achievements and grateful for the dedication and care they have shown to our students during their time at Montsaye Academy.

These staffing changes mean that we must adjust some of our existing tutor group allocations. While we understand that any change can feel significant - especially for students who have developed strong relationships with their current tutors - please rest assured that the changes have been made with the best interests of all students in mind.

In addition to staffing changes, we will also be moving from a seven-form entry to a six-form entry in September. One of our current Year 7 tutors, Miss Hayward, will be moving to the Year 11 team to offer specialised English support to our KS4 students, meaning that her tutor group will need to be disbanded, and students currently in that group will be placed into other tutor groups. We understand that this may be an emotional change for some students, so we will ensure this transition is made as smooth as possible.

Our priority remains to provide every student with consistent support, pastoral care, and a positive environment in which they can continue to thrive. The incoming tutors are experienced, committed professionals who are enthusiastic about building strong relationships with their new tutor groups.

The new pastoral structure for current Year 7 students for the academic year 2025/2026 can be found below:

2024-2025	2025-2026	Tutor
7JOB	8NVI	Miss Vickers
7REL	8AJT	Mr Turner
7JEL	8JEL	Miss Ellis
7TRC	8TRC	Mrs Childs
7EJG	8EJG	Miss Guy
7KL	8KL	Miss Lauder



I would also like to take this opportunity to inform you of a further change in the Year 7 pastoral structure. I have recently started in my new role as Director of Pastoral, therefore Mr Roberts has moved from Year 11 Progress Leader to Year 7 Progress Leader, effective immediately. Mr Roberts and the year team will continue to be supported by Mrs Helliwell (Year 7 Student Welfare Officer).

If you have any questions or concerns, please do not hesitate to contact your child's year team:

Progress Leader: Mr Roberts [jdroberts@montsaye.org](mailto:jdroberts@montsaye.org)

Student Welfare Officer: Mrs Helliwell [ehelliwell@montsaye.org](mailto:ehelliwell@montsaye.org)

We appreciate your understanding and support during this time of transition.

Yours faithfully,

Mr M Horne  
Director of Pastoral