



Bishop Wordsworth's School

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Head Master: Dr S D Smallwood BSc (Hons) PhD NPQH

20 January 2017

Dear Parents/Guardians

We are writing to inform you of some changes to our pastoral arrangements following the appointment of Mrs Marie Russell as Pastoral Support Officer for Years 7 – 11.

Tutors

Your son's tutor is your first point of contact for pastoral and academic concerns. A list of [Lower School Tutors](#) and their contact details can be found under the Lower School section of the school website and a list of [Middle School Tutors](#) can be found under the Middle School section.

Pastoral Support Officer

All other routine and pastoral enquiries should now be directed to the Pastoral Support Officer, Mrs Marie Russell. Her email address is pastoralsupport@bws.wilts.sch.uk or, if you prefer to speak to her in person, her telephone extension number is 251.

Heads of Schools

For serious pastoral concerns and confidential matters, the Heads of Lower and Middle Schools (and their assistants) can be contacted directly. Again, their contact details can be found on the [school website](#).

Changes to Lower and Middle School Organisation

From September 2017, Years 7 and 8 will form the Lower School, with Years 9, 10 and 11 as Middle School. Mrs Taylor will continue to oversee the Lower School, with Mr Churchill as her deputy. Mrs Jenner will continue as Head of Middle School, but in addition to her current deputy, Mr Andrew Griffin-Raphael, she will be joined by a second deputy, Mr James Oldham. Mr Oldham's contact details will be added to the school website from September.

Please note the options process will continue to take place in Year 9.

We are confident that the new arrangements will enhance the pastoral care in the Lower and Middle Schools and we look forward to working with you over the coming year.

Yours sincerely

Mrs H J Taylor
Head of Lower School

Mrs M J Jenner
Head of Middle School