

To All Parents/Carers

Our Ref: JTH/lha

6th December 2019

Dear Parents/Carers

Revised Pastoral Care Structure

We are always looking for ways to improve our ways of working within the Pastoral Care team, and as a result, have undertaken a review of our pastoral care structure. We are excited to welcome into the team a Student Support Administrator who will form an intrinsic part of the team; this will increase the pastoral team capacity to work with all students and families in their respective Houses.

A further change to the structure of the team is that from 6th January Mrs Thurston will be overseeing the whole Pastoral team and all of the Houses. Mrs Thurston is also currently a member of the Senior Leadership Team and will continue to work within the House System with all four houses and the team to support our most vulnerable students and families.

This will mean that from this date Cleeve and Bickley House will be overseen by Ms Carly Wilshire. Conham and Hencliff Houses will be overseen by Mrs Caitlin Smith.

The Student Support Administrator will work day to day with students offering support for timetables, unwell students and general day to day worries and concerns. Alongside this, Miss Spear will support the Heads of House and parents/carers with parents evening appointments and absence calls when students are unwell.

The following information will help you to get to know the team a little better:

Mrs Smith - Head of Conham and Hencliff Houses Head of House Office based in the Science Department

I have been working at Hanham Woods Academy since September 2018. I am incredibly proud to be a Head of House and feel passionate about the amazing students at Hanham Woods Academy, and celebrating the fantastic things they achieve. I have worked for the Cabot Learning Federation for the past 7 years, previously in a different role supporting students with additional needs, as a Learning Support Assistant and latterly, Assistant SENCO.

Alongside working as a full time Head of House, I am also a mum to my two young boys, Finley who is 6 and Milo who is 2. We live in Radstock with our two cats. I am always here to support, encourage and help you, and am excited to get to know some you better

**Miss Wilshire - Head of Bickley and Cleeve Houses
Head of House Office based in the Science Department**

I am very excited to become Head of House for Bickley and Cleeve! As an English Graduate, I started my teaching career in Barcelona, Spain, where I worked as an English Teacher in an inner-city state school. During my time there I realised that my passion for working in education was because of how much I enjoyed supporting students and enabling them to get the best they possibly can from their educational experience.

Being a born and bred Bristolian, my heart has always been in Bristol, and despite the glorious sunshine in Spain, I decided to move back in August to build my career in pastoral support. I have thoroughly enjoyed working with the students in Bickley recently, and I am really looking forward to getting to know the students in Cleeve.

**Mrs Thurston - Senior Lead, Pastoral Head of House
Office based in the Learning Resource Centre**

I have worked at the Academy for 12 years and have been Head of Cleeve House for the past 5 years, since the inception of the House System. I have loved being part of the Cleeve family and have for the past few months enjoyed getting to know the families in Hencliff. I will now be working with students from all of the Houses in a more strategic capacity, along with leading attendance. I will miss being with Cleeve and Hencliff day to day but I know that I am leaving them in safe hands with Miss Wilshire & Mrs Smith. I will still be working with many of the students across all four Houses and really looking forward to being able to support students in a slightly different capacity.

**Miss Spear - Student Support Administrator
Student Support Office at the Bottom of the IT Stairs**

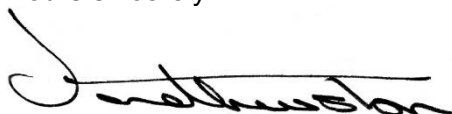
Since starting at Hanham Woods Academy in 2017, my interest to support and care for the wellbeing of our students, has been sparked. The sense of satisfaction trying to help young people in a small way is very rewarding to me. I have worked within the Administration team for some time now and I feel I have the right attitude and passion to support the Heads of House and their amazing students, in achieving their dreams. I am looking forward to getting to know our students better to Dream Big and Achieve More.

The team are looking forward to new challenges and getting to know the new students in their care. The role of a pastoral worker is ever-changing, therefore, it is healthy that the team works within these changes in order to offer the best support.

I know that you, and your child(ren), will support us as we embed this new Pastoral Care Structure, and we all look forward to watching our students mature and develop into young adults who are ready to take the next step in their educational journey or into the workplace.

If you require any further information or clarification on the above, please do contact me at the Academy on 0117 440 8900 or by email at jane.thurston@clf.uk

Yours sincerely



**Mrs Jane Thurston
Senior Lead, Pastoral Head of House**