



## Head of School Weekly Update

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Welcome to the end of week update.

This week's update contains key dates information and external opportunities.

As always, I hope that you find this useful!

### *Speak Up and Speak Out at UTC Reading*

We continue to focus on the Speak Up and Speak Out programme at UTC Reading and encourage students to tell us about their worries and concerns.

This week we have been focusing on the protected characteristics and how students can speak up and speak out to stop discrimination – not just at UTC Reading, but giving them the skills and understanding to take out into the wider world with them.

A reminder to the whole community that we expect UTC to be a safe, inclusive place free from judgement and discrimination and encourage students to support us in upholding these expectations and identifying if they are not being met.

### *Parenting coffee morning offer for mental health and special educational needs*

We would like to inform our parent community about the opportunities available to join local community groups run for Brighter Futures for Children around supporting young people's mental health. Please see the attached flyer for more information on the dates and times available for these sessions.

### *Revision sessions over half term*

We will be offering some revision sessions for Year 11 and 13 students to prepare for their pre-public examinations which begin on Monday 26<sup>th</sup> February.

Students will have their timetable before the end of the day on Monday with the full details of this.

I will also be sharing the full mock exam timetable with all students and parents so that it is clear to everyone, along with the instructions for these exams.

### *A huge welcome back*

I would like to inform our community that Georgina Craven – Executive Director of SEND returned to UTC Reading from her maternity leave this week. We are all very pleased to have Georgina back on the team and are looking forward to the increased capacity this provides to our SEN team moving forwards.

## ***Key Dates***

Open evening (early finish for students at 3pm) – Tuesday 6<sup>th</sup> February

Late start at 9:45am – Wednesday 7<sup>th</sup> February

Drop down day (students finish at 3pm)– Thursday 8<sup>th</sup> February

End of half term – Friday 9<sup>th</sup> February (normal 3pm finish)

## ***Berkshire Careers Opportunities***

In partnership with our local Berkshire Careers Hub, we are very pleased to share their current opportunities website so that you can keep up to date with opportunities up and coming in the area. This includes opportunities such as work experiences, careers insight talks, apprenticeship opportunities, as well as information about jobs in the local area: <https://www.berkshireopportunities.co.uk/employers-and-educators/opportunities-for-you-to-share/>

## ***Parent feedback form***

I would like to again remind our community that we appreciate any feedback you would like to share with us.

We will be hosting further face to face parent events over the coming weeks, however, if you aren't able to attend, we would be very grateful to hear your feedback via [this form](#). We will also be running sessions for parents of children with SEND and will share information about this in due course.

Our first parent forum sessions will be hosted after February half term and I will share some booking links in next week's update.

## ***Whisper button and student voice update***

As promised I am sharing a further update with you on the use of the Whisper button.

Since September we have now had 73 reports handled on the system with an average solution time of 46.7 hours.

We continue to encourage all students to make use of this service if they want to report something anonymously.

We have also installed 3 suggestion boxes so students have further ways to give feedback to us on their experience.

Over the next term we will be conducting a number of student voice sessions to quality assure the provisions on offer at the school and ensure that students have their voice heard regularly to help on our improvement journey.

### *Senior Leadership Team*

Executive Principal – Wayne Edwards

Head of School – Jennie Thomson ([jennie.thomson@utcreading.org.uk](mailto:jennie.thomson@utcreading.org.uk))

Assistant Principal – Stephanie Mitchell ([Stephanie.mitchell@utcreading.org.uk](mailto:Stephanie.mitchell@utcreading.org.uk))

Assistant Principal – Lee Reynolds ([lee.reynolds@utcreading.org.uk](mailto:lee.reynolds@utcreading.org.uk))

Assistant Principal – Richa Pareek ([richa.pareek@utcreading.org.uk](mailto:richa.pareek@utcreading.org.uk))

Executive Director of SEND – Georgina Craven ([Georgina.craven@utcreading.org.uk](mailto:Georgina.craven@utcreading.org.uk))

### *Safeguarding Team*

Designated Safeguarding Lead – Jennie Thomson

Deputy Designated Safeguarding Leads – Jackie Wynter, Wayne Edwards, Steph Mitchell, Charlotte Tennant, Julie Hooper

### *SEN Team*

Trust Lead for SEN and Safeguarding – Linda Stevens

Executive Director of SEND – Georgina Craven

SEN Administrator – Siua Abnett

### *Curriculum Leadership Team*

Director of Maths – Lewis Hart

Director of English – Thomas Trayers

Director of Science – Anderson Ramdeen

Acting Director of Science – Carly Gale

Director of Design, Engineering and Technology – Jamie Chandler

Director of Computing – Ian Scott

Wishing our whole community a relaxed weekend before we head into the final week of this half term.

Kind regards

A handwritten signature in blue ink that reads "J.A. Thomson".

Jennie Thomson

**Head of School**