

# Urmston Grammar School

Newton Road  
Urmston  
Manchester  
M41 5UG  
email: [office@urmstongrammar.org.uk](mailto:office@urmstongrammar.org.uk)  
website: [urmstongrammar.org.uk](http://urmstongrammar.org.uk)  
Tel: 0161 748 2875  
VAT Registration Number: 120 1656 61



6<sup>th</sup> September 2024

## Year 13 Sixth Form Support Group

Dear Parent/Carer,

I am writing to inform you that after analysing Y12 tracking data, your child has been placed in our Sixth Form Support Group. This is a supportive measure, which allows us to work with students more closely to help them in reaching their full potential and improve their approach to learning.

Over the summer, your child was given 'Boost your Grade' tasks which they should have now completed and handed to their class teachers.

Your child has been placed on a daily report for the first two weeks, with their form tutor checking in daily. Please could you review this report & sign it each day to help encourage your child and challenge them where they have room for improvement. I will be reviewing this report with them next week and will then decide on next steps.

Until November, your child will be required to do the following:

- Attend the LRC for four directed study periods a week – This is a monitored space where students are supervised to complete quiet, independent study. They will be registered and tracked and I will communicate home if I have concerns over attendance.
- Attend an after-school support session – These will be held after school on Thursdays in the Sixth Form Hub. During the meeting students will meet with me to discuss targets & review progress made in the previous week.
- Fill in a Sixth Form Support Booklet – They will log their weekly 'SMART' targets & show them to you, as well as their subject teachers, to ensure they are being supported to complete work and catch-up tasks.

I have been incredibly impressed with the response of students to these measures. They seem ready to take on the challenge ahead and have returned in Year 13 with an excellent approach. Should you have any questions about the programme, please contact me via [jneale@urmstongrammar.org.uk](mailto:jneale@urmstongrammar.org.uk).

I also request that you attend our Y13 Parents Evening, with your child, on 24<sup>th</sup> September 2024. This will be an in-person event and you will be invited to speak to either myself, or Miss Lingwood (Assistant Headteacher – Head of Sixth Form).

**Urmston Grammar School - Headteacher: Mrs R S Wall**  
**pride, participation, empathy**

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Kind regards,

A handwritten signature in black ink, appearing to read 'J Neale', written in a cursive style.

Mr J Neale  
Assistant Head of Sixth Form - Head of Y13