

13 May 2022

Dear Parents and Carers,

### Heads of Year 2022-2023 Information

I am writing to inform you about changes to the Head of Year team for 2022-2023. From September 2022 each year group, on each campus, will have a designated Head of Year who is permanently based at that campus. Due to numbers of students, Heads of Year in Sevenoaks will be responsible for two year groups.

Heads of Year on both campuses will work together closely to ensure the quality of care of our students is consistent across both campuses as we remain one school. The permanent presence of a Head of Year on each campus, will allow for better communication between students, teachers, tutors, parents and Heads of Year, and we hope will be a positive step in continuing to improve the support of students as the school continues to expand in size.

Outlined below are the designated Heads of Year for both campuses next year.

<b>Tonbridge</b>	<b>Sevenoaks</b>
Year 7 – Miss Cooper	Years 7 and 8 – Mr Toolan
Year 8 – Miss Morris	
Year 9 – Mr Morgan	Years 9 and 10 – Miss Johnson
Year 10 – Mr Harriss	
Year 11 – Mrs Sherlock	Years 11 and 12 – Ms Reed and Miss Cox
Years 12 and 13 – Mr Richardson	

Our new Heads of Year will begin working with our current team and senior leaders during this academic year in order to ensure that there is a smooth transition for students in September. As part of this transition, Ms Reed will begin working with the Year 10 group and Miss Morris in Sevenoaks from 16 May and therefore Miss Gibson will be taking over as form tutor for 10I.

Heads of Year and tutor teams will otherwise remain the same (unless communicated to parents) until the end of the academic year. Parents and carers should therefore please continue to direct any queries to current tutors and Heads of Year.

Yours sincerely,



**Mrs E Bone**  
Headteacher

Headteacher: Mrs E Bone BA (Hons), MA  
Tudeley Lane, Tonbridge, Kent TN9 2JP  
Tel: 01732 373 500

Email: [school@wealdgs.org](mailto:school@wealdgs.org)  
[wealdgs.org](http://wealdgs.org)

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