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5<sup>th</sup> November 2021

Dear Parent/Carer

## Form group - Tu-SMA

I am writing to inform you that Miss Martin has resigned from Ely College with immediate effect. We have communicated our many thanks for her service and now need to plan ahead so that our commitment of each child being known, valued and supported is guaranteed despite late changes to our pastoral structure.

As such, I will be redistributing the Tu-SMA form among the existing form groups. This decision is made to ensure a consistent experience for students over the coming weeks and months. It is of utmost importance that a common experience is had by all students as much as possible in terms of the sharing of key messages, academic mentoring and support and guidance. Every effort has been made to ensure we get the right tutors with the right students so that forms are balanced across years and needs.

During the transition period, tutees may feel apprehensive or confused. I will be available to discuss issues if they should arise, but my full confidence rests in our tutors that they can guide their new tutees during this changeover. It may prove an opportunity to begin new friendships, develop new rapport with staff and challenge themselves in new ways with a new group.

If you have any concerns, please contact me directly.

Yours faithfully

Her Bush

Mr K Burke

Senior Tutor – Turing House

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