

5th November 2021

**Parents and Carers
of TQEA Year 7 Students**

Dear Parents and Carers of Year 7

I write to inform you of the departure of Mr Gill, Head of Year 7, with effect from today. Mr Gill has been instrumental in supporting your child's transition from primary school to The Queen Elizabeth Academy and he leaves with our best wishes. Mr Gill has secured promotion to an academy in Walsall and we wish him every good fortune.

Mr Gill will be replaced in this interim period by Mrs Morris, our Assistant Principal for Behaviour and Pastoral Care. However, the route of communication remains the same as before, in that your child's tutor should be the first port of call in contacting us regarding any issues about your child. In the event that those issues remain unresolved then it would be Mrs Morris that you would contact. Please only contact Mrs Morris in a situation in which you feel that the avenues with your child's tutor have been exhausted.

We are seeking to appoint a new Head of Year 7 shortly and we will inform parents and carers as soon as possible about that appointment. In the meantime I have no doubts that our excellent quality of care and support will be preserved with Mrs Morris and the Year 7 tutor team at the helm.

Thank you for your support.

Yours sincerely



Mr N Harding
Principal
The Queen Elizabeth Academy