THE BUCKINGHAM SCHOOL

An Ofsted Graded Good School

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Interim Executive Headteacher: Mr A McGinnes
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15th September 2026

Dear Parent / Carer,

Sixth Form – Who to Contact?

As we begin the new academic year, we want to make it as easy as possible for you to reach the right member of staff, first time, whenever a question or concern comes up about your child's time in the Sixth Form. Alongside this letter, you will find a short guide setting out how our Sixth Form team is structured and what each person looks after.

The single most important point in that guide is this: your child's Form Tutor is your first port of call for anything day-to-day. Form Tutors know their tutees best, and for the great majority of questions - how your child is settling in, a concern about behaviour or attendance, punctuality, wellbeing, or anything to do with Form Time and our Culture Curriculum - they are best placed to help quickly, and will involve other staff if needed.

Beyond the Form Tutor, three further members of staff lead specific areas of Sixth Form life:

- Study Supervisor - Mrs A Dye - adye@buckinghamschool.org: study periods and Sixth Form administration.
- Head of Sixth Form - Mr J Ryan - jryan@buckinghamschool.org: student wellbeing, our Culture Curriculum, rewards, student engagement, and Form Time.
- Director of Sixth Form - Mrs R Beaumont - rbeaumont@buckinghamschool.org: curriculum and courses, timetables, post-18 choices, UCAS, and Development Time.

The enclosed guide lists each Year 12 and Year 13 Form Tutor by name, along with the full breakdown above, so you can see at a glance who to approach. We would ask that, wherever possible, you contact the Form Tutor in the first instance - they are very best placed to help, and will always loop in the Head of Sixth Form, Director of Sixth Form, or Study Supervisor where a query falls under their particular area.

Thank you, as ever, for your support. If you have any difficulty identifying the right person to contact, please don't hesitate to get in touch with the school office, who will point you in the right direction.

Yours faithfully,

Mr J Ryan
Lead Practitioner: Sixth Form, Coaching & A.I.
jryan@buckinghamschool.org

The Buckingham School is committed to ensure that every student should have the opportunity to attend school activities/obtain equipment, regardless of their financial circumstances. As such, it may be possible to subsidise those students who would otherwise be unable to attend trips/purchase items. Please feel free to write in confidence to finance@buckinghamschool.org, if you wish to seek assistance, or obtain more information about Pupil Premium funding.