

THE OATHHALL FORM TUTOR

OUTSTANDING PASTORAL CARE



Before tutor time

CONNECT



Foster relationships with your tutees and their families. Invest time fostering an environment of trust. Lay the foundations for Personal Development. Know your families so that support can be tailored to their needs.



PLAN



Have a seating plan. Follow the tutor programme and adapt resources where you feel is necessary. Know your plan for the week ahead. Check BROMCOM for up to date data on attendance and behaviour.

During tutor time

ENHANCE



Strengthen the student experience by delivering the tutor programme consistently. Enhance the student experience by encouraging participation in every aspect of school life. Develop the student character by praising / addressing behaviour, attendance and punctuality



CHECK



Check uniform and equipment. Check on student wellbeing. Check students are prepared for learning. Check on their welfare. Check students know the opportunities that are available to them. Check they are meeting deadlines. Check they are happy.

After tutor time

REFLECT



Have students left positively ready for learning. Communicate any relevant information that impacts student learning or pastoral needs for the day to year teams and subject teachers. Communicate home where necessary.

Your role as a Form Tutor is an important one. You are often the first member of staff our students meet when they arrive for induction in Year Six; you are the first to greet the students in the morning and get their day off to a good start and you are the first point of contact for parents.

Your primary responsibility as Form Tutor is to build positive relationships and to model behaviour that promotes respect, responsibility and resilience. As this is a front line pastoral role, routines may vary from time to time.



Designated Safeguarding Lead (DSL) - Laura Gyngell
Associate DSL - Jane Newnham
Assistant Headteacher - Student Experience - Zoe Froud
Heads of Year / Deputy Heads of Year / Assistant Heads of Year
Heads of Faculty / Deputy Heads of Faculty
SENCO - Sam Goodyear
Assistant SENCO - Steve Allen
Attendance officer - Tracy MacDiarmid