



The Hollyfield School e-bulletin
 Surbiton Hill Road, Surbiton, KT6 4TU
 020 8339 4500

“Pupils’ behaviour is exemplary, and they demonstrate exceptional attitudes to learning” Ofsted 2025

Heads line...

Dear Hollyfield Community

I hope you have all had a good week, despite the freezing temperatures! I would like to extend my thanks to parents and students for your patience with the canteen system this week. As Ms O’Shea explained last week, we have installed brand new machines in the canteen, which are certainly an upgrade on the outgoing slower system. However, we have had to re-scan all student fingerprints this week. This has gone very smoothly, but I appreciate it has meant that many students have needed to bring a packed lunch. The canteen is up and running again now, and hopefully there is a quicker service for all. These systems also set us up for the student lanyards which we will be introducing in 2026. Mr Esmond will write to all parents with full details of this next week.

Our Year 11 students have been working really hard over the last few weeks, with mock exams in all subjects and will complete practical exams next week. Also next week, our Year 13 students will begin their own trial exams. Mock exams are a really important tool for us all: for students to practise the skills they will need in the summer (including writing in timed conditions) and for teachers to get an accurate picture of what has been learned and applied well - and what needs a little more work. We wish them all the best.

Our catering team would like to offer a Christmas lunch on Friday 12 December. Please see the festive menu on page 3. If your child/children would like to take up the offer of a Christmas lunch, please ensure that there are funds available on the relevant Parentmail account(s). Students who are eligible for Free School Meals will be able to have a Christmas lunch at no additional cost.

AI Survey

We would really appreciate it if parents/carers could complete our [AI Survey \(Parents and Carers\)](#) so that we can understand your views, concerns and expectations regarding the use of AI tools.

Dates for your diaries

We have Year 9 and Year 11 Parents’ evenings coming up. Year 11 is on 4 December and will be in person, while Year 9 is on 11 December and will be online. Year 9 parents and carers will have the opportunity to come into school for the Year 9 Options Evening in January. Year 11 Parents have been sent details of how to book appointments.

Please can I also remind parents about our **INSET day on Friday 5 December**, when the school will be closed to students. Please make sure you have added this date to your diary, we will of course remind you closer to the time.

The end of term will soon be here and as always, **we will finish early on the last day of term**, with a phased dismissal of students from 12.00pm. All students will have left site by 12:15pm. The last day of term will be a non-uniform day where students are encouraged to wear clothes of a Christmas theme. The cost of this will be a £1 contribution, which will be going to Harry’s charities. Free school meal students can collect their food during break time.

Have a wonderful weekend.

Ms A Jackson, Headteacher



Term Dates

Autumn Term 2025
 1 September to 19 December
 (Inset Day – 1-2 Sept, 6-7 Nov & 5 Dec)

Half Term
 27 October - 7 November
Christmas Holiday
 22 December - 2 January 2026

Spring Term 2026
 5 January – 27 March
 (Inset Day – 23 Feb)

Half Term
 16-20 February (see above)
Easter Holiday
 30 March – 10 April (Bank Hol 3 & 5 Apr)

Summer Term 2026
 13 April – 17 July (Bank Hol 4 & 25 May)

Half Term
 25 - 29 May

- Stop Press.....**
- 24/11–5/12 – Y13 Trial Exams
 - 24/11 – Y11 Spanish Trip (BFI)
 - 24/11–4/12 – Y11 Practical Mock Exams
 - 24/11-GCSE Drama Mock Practical
 - 24-28/11–Y7/8/9 Report Emailed Home
 - 1/12–Y12 Biology in Action
 - 1/12–Y7/8/9 Flu Vaccinations

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“Pupils achieve very well in their examinations. This is because the school delivers an ambitious and balanced curriculum, underpinned by the highest expectations for all pupils. This includes the popular and successful sixth form.” Ofsted 2025

OTHER NOTICES

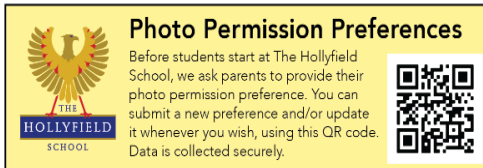


Photo Permission Preferences

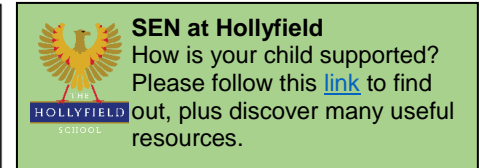
Before students start at The Hollyfield School, we ask parents to provide their photo permission preference. You can submit a new preference and/or update it whenever you wish, using this QR code. Data is collected securely.



Free School Meals

Is your child eligible for Free School Meals?

A small percentage of eligible students do not claim them. We email parents frequently to let them know. During the term, eligible students can claim a nutritious hot meal, drink or delicious dessert every day. If they are entitled, make sure your child is claiming theirs. If you need further assistance, please contact us.



SEN at Hollyfield

How is your child supported? Please follow this [link](#) to find out, plus discover many useful resources.

Reporting your child's absence

When reporting your child's absence from school on the dedicated absence line - 0208 339 4518 preferably before 8.30am on the morning of your child's absence from school. Please leave their name, spelling out any unusual names, year group and the reason for their absence and your details. Alternatively, you can email the school attendance@hollyfield.kingston.sch.uk.

Valuables in school

The school policy and guidance with regard to pupil possessions is clear that they are brought into school at their own risk. The Hollyfield School does not accept liability for any items that may be lost, damaged or stolen. While theft is taken extremely seriously and thoroughly investigated, the school is not in a position to cover the cost of any item stolen.

Of course, with respect to the last point, steps and measures are put in place to mitigate against such circumstances, especially during PE and Games lessons, where pupils' items are locked in the changing rooms. While this is standard procedure, there may be some extenuating circumstances where this cannot always be guaranteed. Therefore, I would urge your son/daughter not to bring expensive items into school.

Medical Condition(s) and Individual Healthcare Plans

Can we please request that you complete the following medical information collection form if your child has any medical conditions, no matter how small. If your child has a new diagnosis we ask you to also complete this form even if you have already done so for a different medical condition to ensure we have the most up-to-date information. Form: <https://forms.gle/pxTajACe1yUNSKdx9>. Once complete, this will form part of your child's Individual Healthcare Plan which will be sent to you for approval, the communication will come from noreply@medicaltracker.co.uk. Please allow emails from this address.

Changed your address/email/phone number????

If you have changed your contact details, please email the school office on office@hollyfield.kingston.sch.uk stating your child's name and form and the change of details. It is important to keep these details up to date in case of an emergency. Don't forget to update your Parentmail account with your new details.

Water Bottles

Please ensure your child brings a water bottle with them to school every day, it is even more important during hot weather. Our water fountains can be used to refill bottles as necessary during break and lunch, it is not possible to drink from the fountains direct and we do not have bottles or cups to give out to students. Alternatively, bottles of water can be purchased (and refilled) in the cafeteria, please ensure your Parentmail account has enough funds to enable this.

Surbiton Hill Road Entrance for cars

If you drive/collect students to or from school the visitor's car park/Surbiton Hill Road entrance **should not be used to drop off students**. This causes congestion for people entering the site and staff access, cars travelling on Surbiton Hill Road and is potentially dangerous for pedestrians.

Dinner Money Top Up

Please ensure funds are available 24 hours before they are required when topping up your child's dinner money on Parentmail. If you add funds on the day they are to be used we will not be able to see the credit instantly until the system has processed it, therefore creating a delay in your child buying food at the canteen.

Contribution to the School Fund

Standing Order Contributions to School Fund

If you already donate to the school by standing order, please consider setting up a direct debit donation on our new platform Enthuse and cancelling your current standing order with your bank. This will maximise your donation as gift aid will be claimed automatically, and reduces administration time for the school. Links to the Enthuse donation platform for both Main School and 6th form can be found [here](#).

All contributions received are very much appreciated and directly benefit all students within the school. We value each and every pound donated to provide a better education experience for our students.

If you would like to help contribute to the school fund to provide additional facilities to the school and students, please click [here](#) for more information. We acknowledge that not all of our parents can make a commitment on a monthly basis. Having listened to those parents we also understand that some would like to make a contribution whenever they can. A donation payment link is available in your ParentMail account. We are grateful for any contribution you can make, regardless of the amount. Every penny will be spent improving students' experiences. Like the monthly contributions, your donation will go into the school fund. It will be used in accordance with the guidance given to schools regarding parental contributions.

Open Door

Ms Jackson holds Parent Clinics on Thursday afternoon during term time. These are from 3.00pm-4.30pm for parents/carers to speak directly to her regarding any unresolved concerns/ suggestions. Please contact Louise Sutton to arrange an appointment on 0208 339 4500 or email lsutton@hollyfield.kingston.sch.uk.



Christmas Lunch

12 December 2025

£2.75



SAFE HANDS

Once again, for your information, the key contacts are:

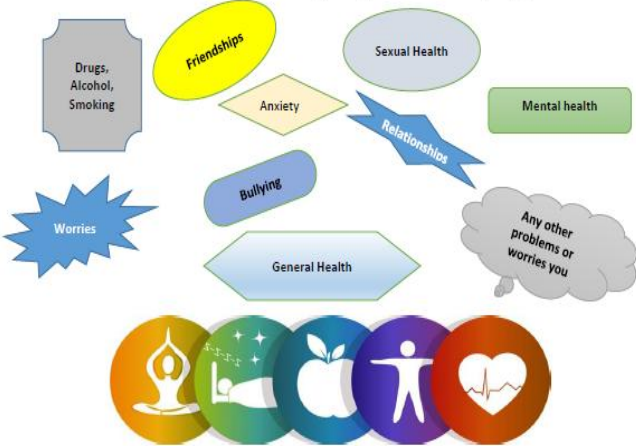
School - Get in touch with the Designated Safeguarding Team
Ms Patel: spatel@hollyfield.kingston.sch.uk
Mr Buckman: nbuckman@hollyfield.kingston.sch.uk

Single Point of Access 020 8547 5008.

SCHOOL HEALTH DROP-IN

WHEN: Tuesday Lunch time 11.40 -1.10PM
WHERE: Room A12 (Top floor of ALBURY)

Come along for a **CONFIDENTIAL** chat with your School Health Practitioner about anything that is worrying you....



The Mental Health Support Team (MHST)

Parent Webinars on:

- > Worries and anxiety
- > Screen time and social media
- > Understanding changes in the adolescent brain
- > Sleep Difficulties
- > Friendship difficulties and bullying
- > Self-harm and suicidal thoughts
- > Low mood and depressive feelings

[Click here to book](#)



[Click here to view workshops and book](#)



HOLLYFIELD PTA NEWS

Year 7 Quiz – Thank You! 🍷

A huge thank-you to everyone who came along to the Year 7 quiz, where students went head-to-head with their parents and staff. Between the mountains of chili eaten, the weird and wonderful team sculptures, and a lively round of cat-related questions, there were plenty of memorable moments!

A special thank-you to our volunteers who kept the bar and kitchen running and sold raffle tickets — we couldn't have done it without you. Together, we raised **£1,300** to support PTA fundraising initiatives.

Some Things the PTA Have Recently Raised Money For

Thanks to Hollyfield families and friends, the PTA has recently funded:

- Music Department Equipment – guitars, amps, cymbals, and drum skins for the schools 25 rock bands and over 200 students who attend music clubs, and of course supporting academic progress and events like the Christmas Concert and HollyFest, and
- MUGA Floodlights – coming soon to improve visibility and safety for sports lessons, clubs and fixtures.
- IRIS Connect – a secure tool for teachers to record and review lessons, supporting professional development.
-

We couldn't do any of this without families who raise money and volunteer at events throughout the year. 🙏

Christmas Trees! 🎄

Surrey Christmas Trees will run their pop up Christmas Tree Shop again at Hollyfield this year. This will be via the car park entrance on Lambert's Road.

Every tree sold at Hollyfield will generate a £5 donation to our School!

They will be open on the following weekends:

- 29 & 30 November 2025
- 06 & 07 December 2025
- 13 & 14 December 2025

Christmas Music Concert – Thursday 18/12/25, 6:30–10:00pm

The Music Department will be running this event which is always a highlight at this time of year. As previous years, the PTA will be providing refreshments.

Anyone available and interested in helping: please let us know via ptahollyfield@gmail.com

if you are not already included in the PTA WhatsApp group/WhatsApp Community or via the WhatsApp group if you receive communications that way. Additional communications will be via that group.



[@hollyfieldpta](https://twitter.com/hollyfieldpta)



[@hollyfield_pta](https://www.instagram.com/hollyfield_pta)



[@TheHollyfieldSchoolPTA](https://www.facebook.com/TheHollyfieldSchoolPTA)



ptahollyfield@gmail.com






www.hollyfieldpta.org

Join the Hollyfield PTA – Make a Difference!

We are a group of parent and carer volunteers creating fun and fundraising events that directly benefit the school. Help shape how funds are spent and make a real difference to our children's experience.

Get Involved:

- Volunteer your time  at events and stalls.
- Attend PTA events  — fun and fundraising combined!
- Come to monthly meetings  (usually the 3rd Tuesday).
- Stay updated via:



Get Regular Updates [Join the WhatsApp Community](#) for the PTA



Follow us on Instagram [@hollyfield_pta](#) for the latest news



Drop us an email ptahollyfield@gmail.com to find out more

Next PTA Meeting: Tuesday 16/12/25

Everyone is welcome! Join us, find out how you can get involved and have fun whilst helping with events and raising funds for the school!

Join us at, 7:00pm - Hollyfield School

Why Join?

- Build connections with other parents & carers
- Be involved in school decisions
- Make a difference with events like HollyFest

Whether you can spare a few hours or want a more active role, there's a place for everyone in the PTA.

Easy Fundraising

Please support The Hollyfield School PTA - Surbiton on #easyfundraising, you'll raise FREE donations for us with your everyday shopping.

This is a really simple way to help raise funds for the PTA in order to support the school and students. Easyfundraising partners with over 7,000 brands who will donate part of what you spend to a cause of your choice. It won't cost you any extra. The cost is covered by the brand.

Follow this link to register and start raising some much needed funding : Select The Hollyfield School PTA, Surbiton: <https://www.easyfundraising.org.uk/support-a-good-cause/step-1>



[@hollyfieldpta](#)



[@hollyfield_pta](#)



[@TheHollyfieldSchoolPTA](#)



ptahollyfield@gmail.com



www.hollyfieldpta.org

THIS WEEK.....




TOP ATTENDERS

The year group with the highest overall attendance so far this year is Year 7 with a total of 96.86%. The top form group within each year this week is:

7GKE = 98.13%
 8PGI = 99.03%
 9MCO = 98%
 10DMI = 98.18%
 11JLU = 97.24%

Well done to all these students, keep up the excellent work.

HOUSE POINTS

	 Eagle	 Falcon	 Osprey
Year 7	3602	4382	5202
Year 8	4240	4545	3092
Year 9	3825	3742	4528
Year 10	2667	2876	3811
Year 11	1246	2109	1470
Total	15580	17654	18103

NEXT WEEK

Monday 24 November	Year 11 Practical Mock Exams (Photography/Music/Drama/Food) – 24 Nov – 4 Dec
	Year 13 Trial Exams – 24 Nov – 4 Dec
	Year 12 Assembly - Common Room
	Year 11 Assembly (Student Council Updates) – Dining Hall
	Year 11 BFI Spanish Trip
	Year 12 Guest Speaker (8.30-9.15am)
Tuesday 25 November	Year 13 Assembly - Common Room
	Year 7 Assembly (Student Council Updates) – Dining Hall
Wednesday 26 November	Year 8 Assembly (Student Council Updates) – Dining Hall
Thursday 27 November	Year 9 Assembly (Student Council Updates)– Dining Hall
	Year 11 Health & Social Care Drop Down Session
	Year 9 Schools' Mental Health Conference (8.10am-2pm)
Friday 28 November	Year 10 Assembly (Student Council Updates) – Exam Centre
	Year 7, 8 & 9 Reports Emailed Home

FORTHCOMING DATES

24 November - 5 December – Year 13 Trial Exams
 24 November – Year 11 Spanish Trip (BFI)
 24 November – 4 December – Year 11 Practical Mock Exams
 24 November - GCSE Drama Mock Practical
 24-28 November – Year 7/8/9 Report Emailed Home
 27 November – Year 11 Health & Social Care Drop Down Session

- 1 December – Year 12 Biology in Action
- 1 December – Year 7/8/9 Flu Vaccinations
- 2 December - Year 5 EHCP SEN Presentation and Tour (3.30-4.30pm)
- 2 & 9 December – Year 10 Jack Petchey Speak Out Workshops
- 3 December – Year 11 Results Day
- 4 December – Year 11 Report Emailed Home
- 4 December – Year 11 Parent Consultation evening - 4.00pm
- 5 December – School closed – inset day**
- 8 December – Year 10/11 Flu Vaccination
- 10 December – Activity Day
- 11 December - Year 9 Parent Consultation evening - 4.00pm
- 12 December – Christmas Lunch
- 12 December - Year 9 Premier League Inspires Celebration
- 17 December - Year 11 Careers Talk & Chef Demo
- 17 December – Carol Service (St Marks Church) (6.30pm)
- 18 December – Christmas Concert (6.30-10.00pm)
- 18 December – Christmas Concert Primary School Preview – 2.00pm
- 19 December – Year 10 Report Emailed Home 19 December – Non-uniform day - £1 donation to charity
- 19 December – End of Term – dismissal from 12.00pm

22 December 2025 – 2 January 2026 – Christmas Holiday

ACHIEVEMENT POINTS

Achievement and behaviour points are awarded every day at Hollyfield in line with our school policy and are a fundamental part of school life. We want students to be the best versions of themselves and we explicitly teach the behaviour we want our young people to develop through our GO BIG character virtues (Good Communication / Organisation / Bouncebackability/Initiative/Gratitude). Students are therefore rewarded for when they demonstrate these character virtues either in class, around our school environment and even outside of school. The school also gives out termly prizes for great progress, engagement in learning, attendance and also contribution to school life. We also continually try to celebrate the successes of our students outside of school life and encourage all students to be proud of their successes in whatever area they come from.

Behaviour points are given to students in line with our behaviour policy. At the heart of our behaviour policy is restorative approaches which is a strategy the school uses to allow students to discuss their behaviours with one another and also key staff and to move past incidents in a non-judgemental way.

Both of the school's rewards and behaviour policies can be found on the school website and if you have any questions about them please don't hesitate to contact Miss Patel (Assistant Headteacher).

The year group weekly totals are below:

Year 7 799 **Year 8** 814 **Year 9** 700 **Year 10** 641 **Year 11** 349

The top performing forms per year group in terms of overall achievements were:

7BRO 203 **8RCL** 223 **9PTA** 142 **10DMI** 194 **11HBL** 136

The top performing students from each year were:

Year 7 Leo V **Year 9** Jethro T **Year 11** Bilal K
Year 8 Alan A **Year 10** Thomas H

STUDENT ACHIEVEMENT

Ibrahim in Year 9 took part in the AJP World Championship in Brazilian Jiu-Jitsu. In the Grey Belt under 50 kg category, he achieved 8th place.

There were 33 of the strongest athletes from around the world in his division, and Ibraheem lost only one match, which is a fantastic achievement – Well done Ibrahim.



TEACHING & LEARNING

GCHQ National Language Competition: Year 9 Linguists Put to the Test!

On 17 November, twelve Year 9 students spent a morning at Kingston Grammar School to compete in the GCHQ National Language Competition. Despite tough competition from neighbouring schools, it was Hollyfield who left victorious!

The competition, a national initiative led by the Government Communications Headquarters (GCHQ), is designed to encourage students to develop skills in problem-solving, cryptography and logical deduction. Our students dove head-first into a morning of challenging activities that required them to work as a team to de-code secret messages and solve complex puzzles.

"It was really tough, but in a fun way," commented one of the students. "We had to think completely differently to crack some of the codes. It was all about teamwork and keeping calm under pressure." The students, who had been selected for their aptitude in languages, demonstrated great resilience and collaborative spirit as they navigated the demanding tasks.

A highlight of the morning was the address given by keynote speakers from the Foreign Office, Olivier Evans and Rowan Wilson. These diplomatic professionals shared fascinating insights into their careers, describing how their work has taken them all around the globe, from negotiation tables in capital cities to llama trails in remote mountain ranges.

The trip was a fantastic opportunity for the Year 9 students to engage with a high-level national competition, apply their knowledge in a practical and exciting way, and gain exposure to potential future careers in government and diplomacy. The students returned to school energized, having thoroughly enjoyed their challenging and rewarding morning at KGS.

Think you've got what it takes to crack some of GCHQ's gruelling challenges? Click here to try them out for yourself: gchq.gov.uk We look forward to sharing more competitions with you during Languages Week (8-12 December).



Musical Instrument Lessons at Hollyfield With Kingston Music Service



About instrument lessons at Hollyfield...

At Hollyfield we recognise the importance of Music and know that students who learn musical instruments are shown to do better across their subjects (it has been proven that learning to play an instrument stimulates the brain, improving functions like memory and abstract reasoning skills). It is also a great way for students to make new friends at school by being able to participate in our Rock School, Swing Band and Orchestra. If students would like to have individual music lessons on an instrument during the school day we offer a range of different instruments with our fabulous team of peripatetic teaching staff. The instrument lessons are 25 minutes each and organised on a rotation timetable.

INSTRUMENTS and teachers...

All instruments can be applied for (even if not currently taught here). Currently we have the following brilliant team of tutors:

Onna Benson: Piano
Tom Early: Drum kit/Percussion
Andy Brown: Guitar
Theodora Stamoulaki: Piano

Sharon Taylor: Piano
Tino Rainone: Guitar
Tom Marshall: Guitar

Matthew Cooper: Brass & Piano
Linley Weir: Voice
Deborah Chalmers: Violin

We would love more woodwind and brass players and there are schemes that Kingston Music Service can offer to support these lessons. In some instances we can also offer funded lessons to support talented students where finance is a barrier.

Applying for instrument lessons...

<https://www.kingston.gov.uk/music-service-1/music-lessons/2>

Please follow the link to apply and to see prices.



GETTING TO KNOW.....

Senior Leadership Team



Amy Jackson, Headteacher

I am very proud to be the Headteacher of Hollyfield School. I joined the school in May 2020 but had to wait until September to meet most of the students and staff. I studied Chemistry at the University of East Anglia (UEA) and did my PGCE at the same institution. I began my teaching career in 2003 in Suffolk. I love teaching and especially love teaching chemistry. Over the course of my career I have held various leadership roles in science and across whole schools. Outside of school, I love playing and watching football, cycling and spending time with my two young children.



Matthew Winpenny, Senior Deputy Headteacher

I am the Senior Deputy Headteacher responsible for Raising Standards, Free School Meals and deputise for Ms Jackson when she is absent. I teach Photography, Media Studies, Sociology and have also taught ICT. A couple of interesting facts: I have 4 children and a dog and I do a bit of DJing outside of school.



Marianne O'Shea, Deputy Headteacher

I have a new role this year, leading on Personal Development. This means overseeing student leadership (including our fabulous student council), trips and visits and our wonderful extracurricular activities. I also line manage the teams who lead on careers, PSHE and first aid and have thoroughly enjoyed taking a closer look at those important areas. You will hear more from me later in the year about a new addition to the school calendar: Culture Day, which is something our students are helping me to plan and launch, and which we're all really excited about.



Sonali Patel, Deputy Headteacher

I am responsible for Behaviour and Safety. I have been teaching for 10 years and prior to starting at Hollyfield worked at a school in North London. I was also a Special Constable for both West Yorkshire and MET police. I joined the Hollyfield team 4 ½ years ago. Having grown up in East London I am a keen West Ham supporter!



Duncan Warren, Assistant Headteacher/Head of Sixth Form

I am the Head of Sixth Form and I teach Philosophy, Sociology and R.E. I love working in the sixth form- our students are wonderful and working with them everyday is inspiring. Being part of the sixth form team we get to be involved in exciting enrichment activities every week and I have travelled to New York, Washington and Paris on various trips with the students. Outside of school I am an avid Chelsea fan regularly attending games at Stamford Bridge (hopefully will be doing this again soon!). I also help to coach my son's football team and this is great way to start the weekend on a Saturday

morning.



Josephine Rhodes, Assistant Headteacher

Prior to starting my teaching career, and after finishing university, there was a short stint at the BBC, then at a local magazine before the teaching profession called and I applied and accepted a place at Reading University to do my English PGCE. Since completing this in 2006 I have worked in the boroughs of Richmond, Merton and now Kingston at Hollyfield School.

I can't believe that this year I am entering into my eleventh year at Hollyfield! I started in September 2014 as Head of English under Maggie Bailey's leadership and witnessed a transformation which continues today, with the latest Ofsted report (May 2025) being a testament to the journey the school has been on!

I currently oversee the Pastoral teams in Year 7 and 8; manage Year 6 transition and continue to build relationships with local primary schools, and community, to aid the recruitment into Hollyfield, and promote us as the local school of choice.

In-between teaching English I have been lucky enough to travel and live in Asia and Australia for a time. Nowadays I love the peace of running and cycling in Richmond Park and having time in the kitchen creating delectable delights for my family!

Marelise Janse Van Rensburg, Assistant Headteacher



I have been the Head of Department at Hollyfield for the last 6 years. Originally, I am from Cape Town, South Africa where I attended school and completed my degree in BEd FET Economic and Management Science at the University of Cape Peninsula. I moved to London in 2007 to experience teaching in a different country but also to explore the world for a year. I loved teaching in London too much and therefore decided to stay and to also complete my Masters in Education.

Of course, Mathematics and teaching has always been my passion, however beyond that I enjoy netball, cycling, running and swimming.

Endurance events are what I most enjoy and every year I like to set myself one. Recently I completed a Half Ironman and London Marathon, next year I am hoping to attempt a Full Ironman if all goes to plan.



Christie Mitchell, Assistant Headteacher

As the Assistant Headteacher responsible for Teaching, Learning and CPD, I am incredibly proud of the significant success we have achieved this year in embedding consistently high standards across our curriculum and within every classroom. In addition to my Teaching and Learning responsibilities, I oversee the pastoral leadership of our excellent Year 11 cohort and enjoy working with such a talented group of students. I continue to enjoy my time in the classroom, and currently have the pleasure of teaching both

Mathematics and Psychology.

Governors



Emma Francis, Chair of Governors

I have been a Hollyfield governor since 2018, when my daughter was in Year 8. Since then my son has also been through the school. I became chair of governors in 2019 and love working with my fellow governors to support and challenge our school to be even better. I did originally train as a teacher but decided it was far too hard a job

for me so opted for a job in the wine trade instead! I now work in HR for an insurance company.



Paul Ruth, Governor

I am currently in my seventh year of sitting on the governing board. In the time I have been here it has been a pleasure to contribute to the Hollyfield community which has changed so much in this time, and thankfully all for the better. I have two children in attendance at the school. In my professional career I work in construction on some of the large commercial and residential projects in and around London

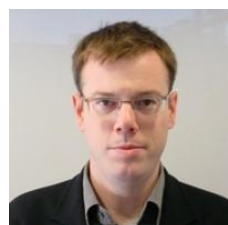
and have been lucky enough to have been involved in some interesting projects such as Lords Cricket Ground and Oxford University - I have actually sat through a lecture in a lecture hall that I was involved in the construction of when studying my MSc in Construction Law. I am a big football fan, following Liverpool, and I enjoy most sports, holidays, and spending time with family and friends. I am proud to be a member of the Hollyfield School and hope to continue this well into the future and keep helping the school to strive to reach its goals and aspirations.



Ben Russell, Governor

I have been a governor at Hollyfield since 2017 when my son started in Year 7 - it's great working with the other governors and the staff at Hollyfield to make the experience for young people ever better.

We've lived in Berrylands for nearly 20 years now. I used to be a journalist covering education and then politics, but now I work in communications.



Paul Quinlan, Governor

I've been a Hollyfield governor since 2022. I enjoy working with the school's leaders and other governors, seeing the great work by staff and students and how Hollyfield continues to improve. I have two sons at the school. I have worked in HR for over 30 years and lead an employee relations team for a professional services firm. I enjoy cooking, reading and running (especially when I've finished!).



Vicki Jones, Governor

I am chair of the Safeguarding, Behaviour and Attendance Committee as well as the link governor for careers and relationships and sex education (RSE). I have worked in policy and campaigns for over 20 years, mainly in the charity sector. I currently work for a not-for-profit organisation which aims to reduce the barriers to employment for marginalised groups of young people. I have three

children, one is currently at Hollyfield. In my spare time, I play netball for Kingston Tigers and spend as much time out on my bike as possible!



Jan Cheng, Governor

I am now in my second term as a governor and sit on the Leadership, Management and Resources Committee. My son started at the school in 2019 and is currently in Year 13. After graduating from university, I joined one of the large accountancy firms and trained as an accountant. I now work in risk management with the same employer.

I've applied the skills and knowledge from my job in supporting the school as a governor. It has been a hugely rewarding experience and it's a great team to be part of. In my spare time I do a fair bit of running and cycling.

Dr Niloufar Moradi, Governor



I have lived with my family in Surbiton for almost 20 years and my daughter attended Hollyfield school. I have been a Hollyfield governor since 2019 and I am currently chair of the Quality of Education (QoE) Committee. I am particularly keen on supporting Hollyfield students reach their full academic potential. I previously worked as a Postdoctoral Research Scientist at Barts and The London School of Medicine and Dentistry. I enjoy many outdoor activities, particularly walking, and this year I completed a 380km walk along the Via Francigena from Tuscany to the Vatican City, and was lucky enough to walk through the Jubilee Door of St Peter's Basilica which is only opened every 25 years.



Louise Coysh

I currently work for a music venue that's part of a university. Since leaving university (a long time ago), I have enjoyed a career in the arts and cultural sector. My work and personal interests crossover, and I am committed to creating creative opportunities for communities, young people and artists to collaborate and achieve remarkable things together. I'm passionate about the role that our schools play in

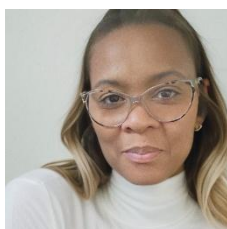
increasing the life chances of all children and in supporting our communities. As a former Hollyfield pupil, and now a school parent, I seized the opportunity to become governor and join the Safeguarding, Behaviour and Attendance (SBA) Committee to give something back to the school community.



Rachel Aukett

I moved here in 1998 and have seen my family grow up in Surbiton. I have a keen interest in schools, and languages education in particular, as a lecturer in teacher education for the past 20+ years. I am a new governor at Hollyfield and am hoping to be able to contribute positively to the continuing success of the school. So far it has been great to see how well everything is going and how committed and passionate the staff are. One

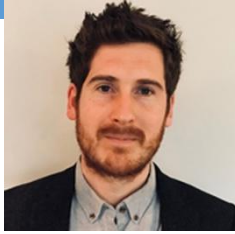
thing that might be an unexpected fact about me is that I play my piccolo every year in a band standing on Centre Court at Wimbledon, just before the men's and ladies' tennis finals.



Kerry Quarcoo, Governor

As a seasoned Adjunct Professor and Head of Maths from New York, I have over 25 years of experience in secondary schools and universities. Teaching allows me to share my passion for learning while helping students develop the skills and knowledge they need to succeed both academically and in life. Outside of work, I enjoy baking and perfecting my pizza-making skills, a creative outlet that brings me as much joy as

teaching.



David Miller, Staff Governor

I have worked at the school since 2010 and been Head of Physical Education since 2014. I hope that as staff governor I can help in the continued development and success of the school for both students and staff. Hollyfield is a great community school with its young people at the centre, and I am looking forward to assisting at a

governor level.

Jemma Swallow, Governance Professional to Governors

I have been working at Hollyfield for two years, in the hope that our twin girls will join Hollyfield, while also running a speciality tea and teaware company established in Richmond in 2007. Prior to this I was an editor, content manager/IA, PR, marketing and web consultant, with major stints working in the educational sector for the UCL, LSE and the DfE. A career highlight was to write, design and present to the Social Security Affairs Committee what was to be the UK government's first ever public information online only guide! I love working with such a lovely team of governors and staff and when I'm not working, I enjoy dancing, photography, baking, charity fundraising and exploring new places with friends and family. Fun fact: I had to dress up as a fairy and decorate cupcakes when a children's entertainer didn't turn up for work!

CAREERS



Careers Briefing 21 November 2025 Mr Poole & Miss Corrighan (Careers team)

December Activities days

On the Activities day on the 10 December, **Year 10 students will be completing a range of careers and work-related visits.** Students are being offered a range of opportunities which include;

- **Twickenham Rugby Stadium**
- **The National Theatre**
- **The Rose Theatre**
- **Digico - a music technology company in Chessington**
- **The Kingston Council Regulatory Services**
- **Kingston University Engineering Faculty in Roehampton**
- **Richmond upon Thames College** - who are offering a tour of the college as well as the following subject tasters: Construction, Food Science, Art, Media and Performing Arts. Students who have chosen these options will be asked next week which subject they want to do.

These visits are an important part of the student's careers entitlement and provide them with the chance to gain an insight into a variety of different workplace environments.

On the same day, **Year 11** will be either taking part in an employability skills day or a University trip. The employability skills day is organised by APCOA which is a large international car parking company. Those students will also be having a session on Unifrog which is the careers programme we use in Hollyfield.

For those students who did not visit a university in July, they will be visiting Sussex University. This visit will include a tour of the campus, the chance to meet student ambassadors and there will be a chance to experience a taster session in mechanical engineering or film making.



Careers opportunities

We encourage sixth form students and parents and carers to access our **weekly Careers Opportunities bulletin**. This is a roundup of the career opportunities available to students, this is something students should be checking weekly to build up their knowledge and experience. All of these opportunities allow the students to explore their ideas and look great on uni or apprenticeship applications.

This includes;

- **Work experience**
- **Careers talks**
- **University open days and tasters**
- **Apprenticeships**
- **Unifrog resources and events**
- **and much more**

Students and parents/carers can access this: [Careers opportunities bulletin 20/11/25](#)

The Sixth Formers' Guide

Degree Apprenticeships

Over **3,000 degree apprenticeships** available for students leaving school or sixth form college in the **summer of 2026**.

It can be overwhelming when starting to research post-18 options, so here are our top recommendations on how to use *The Sixth Formers' Guide to Degree Apprenticeships* [The Sixth Formers' Guide to Degree Apprenticeships 2025](#)

NATIONAL SATURDAY CLUB

Welcome to a new year at the National Saturday Club! Saturday Clubs across the nation are accepting **applications to join the 2025-26 Saturday Club programme**.

There are more Saturday Clubs than ever before, the transformational programme is open to **13—16-year-olds**,

in eight creative subjects. Find your local club: [Map - National Saturday Club](#)

Students can access **Kingston University for Science & Engineering and Art & Design clubs. As well as many other local colleges and universities.**

Many start in January so find out more: <https://saturday-club.org/national-saturday-club/>.

GENERAL INFORMATION

Links to Useful Information

[Term Dates 2025-2026](#)

[Uniform List](#)

[Extra-Curricular Activities](#)

[Severe Weather Procedure](#)

[Form Tutor List](#)

[The School Day Times](#)

[Student well-being and safety](#)

[Donation to School Fund](#)

[Key Dates](#)

[Menus](#)

[Staff List and Structure](#)

Important reminders for PE clubs:

- students receive 1 achievement point for attending
- clubs are free and no pre sign is required
- clubs at the school field will have a coach to drop them off and pick them up or students can make their own way home using public transport
- PE kit is not required for clubs during lunchtime
- For after school clubs, students should bring PE kit to get changed after 3.05pm unless they are already wearing their PE kit for their PE lesson that day
- If a student has a repair, they need to attend the repair as the priority

Resilience in Children

If you are interested in further reading around building resilience in children this article is worth a read.

<https://cmom.org/press/the-british-psychological-society-five-ways-to-boost-resilience-in-children/>

LOCAL INFORMATION

Kooth

Kooth is an online crisis messenger service that Children and young people can access for free online mental health support with a professional counsellor - www.Kooth.com.

Mental Health Resource sites

- Mind in Kingston: run daily activities on zoom. Email RachelDykins@mindinkingston.org.uk for details.
- Childline: [information and advice](#) on a range of topics including feelings, relationships, family and schools. Childline is there to help anyone under 19 in the UK with any issue they're going through. Call: [0800 1111](tel:08001111).
- Anna Freud Centre: 90 resources and strategies <https://www.annafreud.org/selfcare/>.
- Samaritans: Samaritans a safe place for you to talk any time you like, in your own way, about whatever's getting to you. Call: [116 123](tel:116123).
- Shout - Shout is the UK's first free 24/7 text service for anyone in crisis anytime, anywhere. Text Shout to [85258](tel:85258).
- National Domestic Abuse Helpline: We are a team of highly-trained, female advisers. We won't judge you or tell you what to do; we are here to listen. Call: [0808 2000 247](tel:08082000247)/online chat.

Information for adults

Young Minds - Parents Helpline - Worried about a child or young person's behaviour or mental health? Call the free helpline for confidential, expert advice. For more information visit: www.youngminds.org.uk/find-help/for-parents/. Call 0808 802 5544.

The Nurturing Programme



FAMILY LINKS
The Centre for Emotional Health

Talking Teens

Four week parent group

The Talking Teens Parent Group helps deal with your challenges over four sessions, so you can have a calmer, happier family life.

<p>1 Being a parent of a teenager</p> <ul style="list-style-type: none"> • The role of parents for teenagers • Responding to difficult feelings 	<p>3 Communicating with your teenager</p> <ul style="list-style-type: none"> • Talking and listening • Communicating clearly • Handling difficult issues
<p>2 Understanding your teenager</p> <ul style="list-style-type: none"> • Understanding teenage development • Parenting styles • Praise and criticism 	<p>4 Managing conflict</p> <ul style="list-style-type: none"> • Rules and boundaries • Choosing how to respond • Problem solving

Contact details
 Karen Williams, Parenting Officer
 E: karen.williams@achievingforchildren.org.uk
 T: 020 8547 6965
 M: 07771 974388



achieving for children



Counselling and Therapy

Morag Shrafeddin is a qualified Counsellor with a Masters from Roehampton University in Integrative Counselling and Psychotherapy specialising in work with Children, Adolescents and Families. She also works in Fulham as a School Project Manager with the school counselling service Place2Be.

Morag is dedicated to supporting children and adolescents with their emotional well-being and personal growth. With a compassionate and client-centred approach, she aims to empower children and young people to overcome challenges and thrive in their lives.

Morag Shrafeddin
 Specialist in Children and Adolescent Therapy
 (MA Roehampton University)

(M) 079 5639 2216
 (E) morag@shrafeddins-therapy.co.uk
 (W) shrafeddins-therapy.co.uk

I didn't think I could... **Fostering** ...but now I am

You could be exactly the right person, no matter your background, culture, religion, ethnicity, sexuality or relationship status to be a great foster carer!

Enquire today to find out how fostering could be right for you.

Enquire or check out the website for more information
 E: info@achievingforchildren.org.uk
 T: 0300 131 2797
 W: achievingforchildren.org.uk/contact-fostering

achieving for children
 Fostering 2011-2021
 Funded by UK Government

Five Rivers Fostering

Five reasons to change a child's life through fostering

- 1 To give children the chance to have a brighter and happier future.
- 2 To offer children a positive experience of family life.
- 3 To become part of a highly experienced, ethical and professionally committed team.
- 4 To receive professional support, 24/7, 365 days a year.
- 5 To access regular training and development opportunities.

To learn more about fostering with a Social Enterprise, call us now on 0333 0603 962
carer.enquiries@five-rivers.org

Find us on Facebook

the practice
 Enabling people to help themselves

Parenting Workshop
 Helping You Navigate the Challenges of Parenting Adolescents

Do you ever feel...

- Stressed or overwhelmed by your teenager's behaviour?
- Unsure how to set boundaries that actually work?
- Alone when dealing with school issues or conflict at home?

You're not alone. Join our friendly, supportive group for parents of young people aged 11-18.

What to Expect

- Share practical strategies for positive behaviour management.
- Explore effective communication tools.
- Experience a safe, non-judgemental space to talk and connect.

You Will Learn

Proven parenting techniques that build cooperation and respect.
 Strategies to support emotional regulation.
 Insights into teenage brain development — and how it shapes thoughts, feelings, and behaviour.

Workshop Details

Starting Monday the 12th of January to March the 9th 2026 (no workshop during half term).
 Monday mornings 9:15-10:45 AM
 St Mary's Hall, Weybridge
 8-week workshop – £400

Book Your Place

Facilitated by Experienced Children's Counsellors & Psychotherapists

Natalia Watts – MA, HCPC, EMDR Accred.
 Jessica Dahl – MA, MBACP
 Ruth Kendrick – BACP Accred., EMDR

Email: info@thepractice.co.uk
 Phone: 0333 009 6321
www.thepractice.co.uk

Kingston Hospital Charity **NHS Kingston and Richmond NHS Foundation Trust**

Become a member of your local NHS trust

- ✓ Are you interested in **working in healthcare**?
- ✓ Do you have **experience of health services** in Kingston and Richmond?
- ✓ Are you interested in **giving back** to your local community?

If you are **aged 14+** and any of these apply, why not become a member of Kingston and Richmond NHS Foundation Trust.

Benefits include:

- Volunteering opportunities
- Opportunities to access health talks and hear from experts
- Ability to attend Council of Governors meetings and stand for election to the Council of Governors, if you want to!

www.kingstonandrichmond.nhs.uk

Scan with your phone camera

FREE PARENTING CLINIC

PARENT WELLBEING
 When your Talked out and Touched Out



By the time December rolls in, most parents are running on the emotional equivalent of the last Quality Street in the tin. Everyone needs something from you, all the time: a cuddle, a chat, a lift, a decision, a snack, a miracle... and meanwhile your own

Monday 8th December at 12.00pm
 Online via Zoom

The session will be recorded and shared with all who register.

ARE YOU:

- Running on empty?

DRAMA SINGING DANCE

JIGSAW PERFORMING ARTS SCHOOLS

3-18 years

SCHOOLS IN:

In aid of **Challengers** Registered Charity Number: 1095134

Guildford SantaFun Run

Join us and make a difference!

Sunday 7th December 2025 • Stoke Park, Guildford



Powered by **Kelly's STORAGE**

Festive fun for all the family

2.5km, 5km & 5km canicross

Support an amazing local charity

Prizes for best dressed

In aid of **Challengers**

Transforming the lives of disabled children, young people and their families through the power of play
www.disability-challengers.org



Scan the QR CODE to sign your family up today!



SUPERKIND

YOUNG CHANGE-MAKER OF THE YEAR COMPETITION

Are you aged 4-18 and making the world a better place?
Could your story inspire tens of thousands of other young people?

SuperKind's Change-Maker of Year Competition is looking for the UK's most amazing young change-makers.

Submissions can be made in text, a video, or something visual.

Scan the QR code or visit WWW.SUPERKIND.ORG/YOUNG-CHANGE-MAKER