

## Key staff contact details

### Protocol for communication:

We aim to work in partnership with you and there may be times when you wish or need to contact the College directly. As a large College, it is important that we provide the best possible service for parents and students by using our staff efficiently. At your child's primary school, you may well have become used to discussing a wide range of matters with the Headteacher; at Carisbrooke we have a large, well-qualified staff and we would ask you to consider which person is best placed to deal with an issue. To help you decide, a summary of the main responsibilities of various staff are as follows:

### Main Reception:

Diana Penman, email: [diana.penman@carisbrooke.iow.sch.uk](mailto:diana.penman@carisbrooke.iow.sch.uk)

**Form Tutor:** The form tutor should be the first point of contact for both students and parents, as they will know your child best. The form tutor sees his/her form for registration every day and is the person who has a personal and direct responsibility for all members of their form (email address for Form Tutors are on the last page).

### Heads of Year:

**Head of Year 7:** Ms Tracy Welsh: [tracy.welsh@carisbrooke.iow.sch.uk](mailto:tracy.welsh@carisbrooke.iow.sch.uk)

**Head of Year 8:** Mrs Charlotte Hookey: [charlotte.hookey@carisbrooke.iow.sch.uk](mailto:charlotte.hookey@carisbrooke.iow.sch.uk)

**Head of Year 9:** Mrs Nikki McDowall: [nikki.mcdowall@carisbrooke.iow.sch.uk](mailto:nikki.mcdowall@carisbrooke.iow.sch.uk)

**Head of Year 10:** Ms Judy Smith: [judy.smith@carisbrooke.iow.sch.uk](mailto:judy.smith@carisbrooke.iow.sch.uk)

**Head of Year 11:** Mrs Tina Lythgoe: [tina.lythgoe@carisbrooke.iow.sch.uk](mailto:tina.lythgoe@carisbrooke.iow.sch.uk)

### Attendance Admin:

Ms Tracy Welsh: [tracy.welsh@carisbrooke.iow.sch.uk](mailto:tracy.welsh@carisbrooke.iow.sch.uk)

### Pastoral Care:

Ms Debbie Pearce, Welfare Support Officer: [debbie.pearce@carisbrooke.iow.sch.uk](mailto:debbie.pearce@carisbrooke.iow.sch.uk)

Ms Sue Myall, Key Worker Children in Care: [susan.myal@iif.org.uk](mailto:susan.myal@iif.org.uk)

<b>Heads of Department/Faculty Leads:</b>	
<b>Communications (Comms): English, Modern Foreign Languages</b>	Mrs Louise Southwell <a href="mailto:louise.southwell@iif.org.uk">louise.southwell@iif.org.uk</a>
<b>Humanities (Hums): Geography, History and Cultural Literacy and PSHE</b>	Mr Phil Jones <a href="mailto:philip.jones@carisbrooke.iow.sch.uk">philip.jones@carisbrooke.iow.sch.uk</a>
<b>Physical and Creative (PAC): Music and PE</b>	Mr Mike Peake <a href="mailto:michael.peake@carisbrooke.iow.sch.uk">michael.peake@carisbrooke.iow.sch.uk</a>
<b>Science</b>	Mr Paul Clarkson <a href="mailto:paul.clarkson@iif.org.uk">paul.clarkson@iif.org.uk</a> Mrs Heather Attwood <a href="mailto:heather.attwood@carisbrooke.iow.sch.uk">heather.attwood@carisbrooke.iow.sch.uk</a>
<b>SEND</b>	Mrs Marie Greaves <a href="mailto:marie.greaves@carisbrooke.iow.sch.uk">marie.greaves@carisbrooke.iow.sch.uk</a>
<b>Technology, Engineering and Maths (TEM): Art, ICT, Maths and Technology</b>	Mr Charlie Dunford <a href="mailto:charles.dunford@carisbrooke.iow.sch.uk">charles.dunford@carisbrooke.iow.sch.uk</a>

### **Carisbrooke College Senior Leadership Team**

Mr Matthew Parr-Burman, Executive Headteacher for the Federation and Head of Carisbrooke College  
email: [info@carisbrooke.iow.sch.uk](mailto:info@carisbrooke.iow.sch.uk)

Miss Karen Begley, Executive Deputy and Head of Medina College  
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Mr Nick Krista, Deputy Headteacher for the Federation  
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Miss Kirsty Jones, Assistant Headteacher – Curriculum  
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Mrs Louise Southwell, Federation Lead for English and Head of Communications Faculty  
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Mr Mike Peake, Associate Assistant Headteacher - Behaviour and Safeguarding; Head of Physical and Creative Faculty, and Designated Safeguarding Lead  
email: [michael.peake@carisbrooke.iow.sch.uk](mailto:michael.peake@carisbrooke.iow.sch.uk)

Mr. Phil Jones, Associate Assistant Headteacher - Teaching and Learning and Head of Humanities Faculty  
email: [philip.jones@carisbrooke.iow.sch.uk](mailto:philip.jones@carisbrooke.iow.sch.uk)

Mrs Marie Greaves, Special Educational Needs & Disabilities Coordinator (SENDCo)  
email: [marie.greaves@carisbrooke.iow.sch.uk](mailto:marie.greaves@carisbrooke.iow.sch.uk)

Mr Charlie Dunford, Head of Technology, Engineering and Maths Faculty  
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**Tutors:**

<b>Tutor Group</b>	<b>Tutor</b>	<b>Email address</b>
7 A	Mr A Burnett	<a href="mailto:adam.burnett@carisbrooke.iow.sch.uk">adam.burnett@carisbrooke.iow.sch.uk</a>
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7 C	Mr J Phillimore	<a href="mailto:jamie.phillimore@carisbrooke.iow.sch.uk">jamie.phillimore@carisbrooke.iow.sch.uk</a>
7 D	Mr D Ansell	<a href="mailto:daniel.ansell@carisbrooke.iow.sch.uk">daniel.ansell@carisbrooke.iow.sch.uk</a>
8 A	Mrs M Ronayne	<a href="mailto:michelle.ronayne@carisbrooke.iow.sch.uk">michelle.ronayne@carisbrooke.iow.sch.uk</a>
8 B	Mrs E Bailey	<a href="mailto:esther.bailey@carisbrooke.iow.sch.uk">esther.bailey@carisbrooke.iow.sch.uk</a>
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8 C	Mr S Jones	<a href="mailto:simon.jones@carisbrooke.iow.sch.uk">simon.jones@carisbrooke.iow.sch.uk</a>
8 D	Miss J Ridley	<a href="mailto:jane.ridley@carisbrooke.iow.sch.uk">jane.ridley@carisbrooke.iow.sch.uk</a>
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9 A	Mr C Dunford	<a href="mailto:charles.dunford@carisbrooke.iow.sch.uk">charles.dunford@carisbrooke.iow.sch.uk</a>
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10 A	Miss A Young	<a href="mailto:angela.young@carisbrooke.iow.sch.uk">angela.young@carisbrooke.iow.sch.uk</a>
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10 C	Mr N Harber	<a href="mailto:neil.harber@carisbrooke.iow.sch.uk">neil.harber@carisbrooke.iow.sch.uk</a>
10 D	Mr J Briscoe	<a href="mailto:joel.briscoe@carisbrooke.iow.sch.uk">joel.briscoe@carisbrooke.iow.sch.uk</a>
11 A	Mrs E Randall	<a href="mailto:emma.randall@carisbrooke.iow.sch.uk">emma.randall@carisbrooke.iow.sch.uk</a>
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