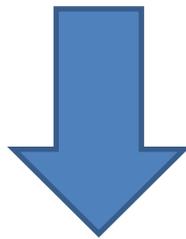


## School Communication Channels

We want to work with all our families to ensure your children are happy and well educated. If you have any concerns at all please follow the steps below.

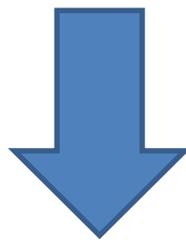
Class teacher – this person is generally the person in school who knows the most about your child. They are generally available first thing in the morning and after school at night. If it seems a little busy at these times please don't hesitate to ring the school office and they will endeavour to return your call and set up a meeting.



Phase Leader/Assistant Headteacher – if you feel that you still have a concern having spoken with your child's class teacher then please do not hesitate to contact one of our Assistant Headteachers – **Mrs Tewson (Foundation Stage), Mrs King (Phase 1) and Miss Minnis (Phase 2).**

**OR** – A member of the Inclusion Team

**Miss Kay** and has a very in-depth knowledge of our families. If you have a concern where a member of staff from the Inclusion team has been involved then again please do not hesitate to call and make an appointment to see **Miss Kay** or a member of the team.



Headteacher – If you still have a concern then please ring the school office to make an appointment or discuss your concern with the Headteacher, **Mrs Wileman.**

The steps outlined above will address your concerns in a timely manner, with any concerns being dealt with by the right people. One again can I reinforce the fact that we want to work in partnership with all parents and your children are at the centre of everything we do.