



Communicating with us

For General Enquiries you should speak to the office staff.

If you have an enquiry about your child speak to the class teacher.

If you feel that the outcome is unsatisfactory then you can book a time to meet with one of the Phase Leaders - **Mrs Brown for years 4, 5 and 6, Mrs Ellis for years 1, 2 and 3 and Mrs Perry for Nursery and Reception.** They should be able to investigate, deal with and complete most issues that may arise within the phase.

If following this you feel that the issue is not resolved, it can be passed to the **Assistant Head, Miss Leeks** or the **Deputy Head, Mrs Davis** and for very serious issues the **Headteacher, Mr Franklyn** will investigate and take the action required.

This way parents can be seen quicker and issues dealt with more smoothly.