

Dear parents / guardians,

in order to ensure clearer lines of communication between school and home we will no longer be using the direct messaging service on Dojo to communicate between parents / carers and staff. We brought in the direct messaging function on Dojo at the time of covid lockdowns to enable us to offer more support to parents with children at home. Although very useful at the time we now find that having multiple ways for parents to communicate with staff creates a real danger of vital messages getting lost or not getting through to the right person. Please be aware that direct Dojo messages are no longer monitored and any that you send will not be picked up.

From today, our point of contact for urgent messages will be the school office and Mrs Kendal (a voicemail service is available on our phone lines outside of school hours) you can contact Mrs Kendal on 01942 883410. The school office is open between 8.30am - 12.00pm and 1pm – 3.30pm.

If you wish to discuss something directly with your child's class teacher, this can be arranged via Mrs Kendal for a time convenient to you both. It is very hard for teachers to hold a discussion with parents about their child at the start and end of the school day when they are in charge of the class or dismissing them. If you feel that you do need to speak to someone before your child goes into school, we will ensure that either Mrs Felton or Miss Hoben is out on the playground in a morning to help you out.

All other Dojo services will continue as usual. Please look out for class messages on this platform in Class Story or School Story. We would still love to see parents uploading work into their child's Dojo portfolios and of course teachers and parents can share comments about the work there.

We will continue to use emails and text messages for important information sharing so please ensure we have an up-to-date email and phone number for you (copies of letters are also kept on the school's website in the Letter Hub).

We are very keen now the risks of covid have reduced to get parents more often back into school. We will be holding a 'meet the teacher' session for parents next Tuesday from 2.45pm up to the end of the school day for you to get to know your child's new teachers a bit better. Please do join us and your child in their classes.

Later this term we will resume inviting parents of children being awarded Chowbent Champ certificates into our achievement assemblies to see them receive their award and to share their success with them and their friends.

Communications regarding attendance.

If your child is absent a voicemail must be left on 01942 883410 before 9.30am on the morning of the absence. If we do not receive this call the absence will be unauthorised. An EPN warning letter is attached to this email to explain how unauthorised absences may affect you. Please try to keep all child appointments outside of school time where possible. If this is not possible, we require proof of appointment before we can authorise the absence. We do not authorise holidays within term time.

If you have any questions please contact me in the school office.

Mrs Kendal

Admin Officer.