



Home School Communication

At Abbey we are committed to ensuring good communication between home and school and we always welcome your views and feedback when they are shared respectfully. Therefore, we want to let you know all the different ways that you can contact us.

Talk to a teacher

Miss Boulstridge (Deputy Head Teacher) and Mrs Horton (Headteacher) are available as they greet the school community at the gates in the morning. You can talk to either member of staff at this time.

The start of the school day is a very busy time for teachers as they welcome children to school and settle them into their classroom, they are very happy to take short messages at this time but for longer or more complex issues please arrange to speak to teachers at another time. This can be carried out via a telephone call or virtual meeting.

Telephone

You can call the school office on: 024 7638 6101 between 8.30am and 4.00pm, Monday to Friday in term time to speak to a member of staff.

Class Dojo

You can contact your child's class teacher via Class Dojo. Class Dojo is intended to be a positive communication tool where teachers and parents can share the progress that pupils are making in their learning, to request support from the class teacher and to pass on any important messages that may impact children's learning. All sensitive issues should always be managed through a more detailed discussion with school staff in a respectful and calm manner.

Email

You can email the school office team on: admin3103@welearn365.com we will aim to reply to your email within 48 hours of receiving it.

We have a range of staff members in school who can offer help and support with a variety of issues. If you would like to make an appointment with anyone please contact the school office.

Sickness and absence

Please report all cases of absence to the school office. Call 024 7638 6101 or speak to a member of the office staff in person before 9.00am to enable us to record your child's absence correctly.

Mrs Z. Dawood (Reception/KS1) & Miss R. Atherton (Nursery): Lead Thrive practitioners: can support your child with social and emotional development and behaviour concerns.

Miss Boulstridge: SENDCo (Can provide advice and support about Special Educational Needs)

Mrs Keisha Thirlwall: Early Help & Attendance Champion. Keisha can signpost you to community services and support with attendance concerns.