

Effective communication between home and school

At Great Rollright, we are committed to providing the best educational experience we can for our children and to building positive relationships with our pupils, parents, carers, and other stakeholders. We continue to improve our practice by listening and responding to the views, opinions, and concerns of others. To make our communication as effective as possible we would ask that you observe the following points –

- If you have a concern/question about any aspect of your child's experience at school, then please make contact with the class teacher **first**. This can be done in person, via the teacher's email or by telephone.
(However, should your concern arise within a school holiday, or is of a safeguarding nature, then please make contact with the head teacher.)
- If your concern is not resolved or requires further intervention or discussion, then please make contact with the Head Teacher using the email head.3408@great-rollright.oxon.sch.uk or by making an appointment via the school office.
- If, after this, you wish to make a formal complaint then please make contact with the Chair of Governors, Mrs Helen Hare, using the email HHar0292@great-rollright.oxon.sch.uk There is a full Complaints Procedure document available to download from the school website.

Each teacher can be contacted via their school email address. However, please be aware that if your email is sent outside of working hours you will receive an automated acknowledgement in the first instance. Staff need time to respond appropriately and fully to your email and this may take up to two working days, particularly if the member of staff is part-time. Teachers are very busy with children during the day and then with meetings/planning and marking after school. Please be assured that your email will be read and prioritised as soon as is possible.

Staff email

Miss Hastings – head.3408@great-rollright.oxon.sch.uk

Mrs Grundy – tgru1146@great-rollright.oxon.sch.uk

Mrs Cumberlidge – cumberlidge@great-rollright.oxon.sch.uk

Mrs Collard – jcollard@great-rollright.oxon.sch.uk

Mrs Bell- kbell@great-rollright.oxon.sch.uk

Mrs Buckland – rbuckland@great-rollright.oxon.sch.uk

Miss Bartlett – Sbartlett@great-rollright.oxon.sch.uk