

# Parent Communication

## Reporting worries and concerns

At North Baddesley Junior School, there are many adults who you can communicate worries and concerns to. Please follow this flow chart of staff to ensure we can deal with any issues that may arise swiftly and in the most effective way. Any safeguarding concerns please speak to a DSL/DDSL – designated safeguarding lead.

Firstly, inform your child's class teacher.

If you are still concerned beyond talking to the class teacher, speak with the year leader.

If your concerns are still there then please speak to one of the Assistant Head Teachers.

If you feel your issue has not been resolved, then please ask to speak with the Head Teacher

### Class teacher

| Year 3         | Year 4                                                   | Year 5              | Year 6                                                 |
|----------------|----------------------------------------------------------|---------------------|--------------------------------------------------------|
| 3C: Mr Cassim  | 4D: Miss Davies                                          | 5B: Mr Balcombe     | 6H: Miss Hall                                          |
| 3H: Mrs Horton | 4P: Miss Pudner                                          | 5S: Miss Schopfield | 6R: Mrs Reid                                           |
| 3W: Mr Wheeler | 4TD: Mrs Taylor<br>(Mon-Wed)<br>Mrs Drogan (Thurs – Fri) | 5JS: Mr Sansome     | 6T: Mrs Taylor<br>(Mon-Thurs)<br>Miss Telford (Friday) |

### Year Leader

| Year 3    | Year 4      | Year 5      | Year 6    |
|-----------|-------------|-------------|-----------|
| Mr Cassim | Miss Davies | Mr Balcombe | Miss Hall |

### Assistant Headteachers

|                         |                                                |
|-------------------------|------------------------------------------------|
| Miss Rowlands<br>(DDSL) | Miss Telford<br>(DDSL)<br>Wednesday and Friday |
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### Headteacher

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| Miss Woolken (DSL) |
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## Additional adults in school

Your child's class teacher may refer you to the following adults, regarding special educational needs or your child's emotional wellbeing.

| SENDCo                                                      | Home support worker                                                                              | Attendance/Senior Administrative Officer | ELSA/TALA                                                 | PPA Cover                                                                           |
|-------------------------------------------------------------|--------------------------------------------------------------------------------------------------|------------------------------------------|-----------------------------------------------------------|-------------------------------------------------------------------------------------|
| Miss Verlander<br>(DDSL)<br>Tuesday, Wednesday and Thursday | Mrs Wildey (DDSL)<br>(Mental Health Lead/TALA/Thrive)<br>Monday, Wednesday, Thursday and Friday. | Mrs Hannah Saint<br>(DDSL)               | Mrs Jones (ELSA)<br>Mrs Ryde (ELSA)<br>Mrs Skirman (TALA) | Mr Bennet (HLTA)<br>Ms Driver<br>(Music Coordinator)<br>Mrs Drogan (School Council) |