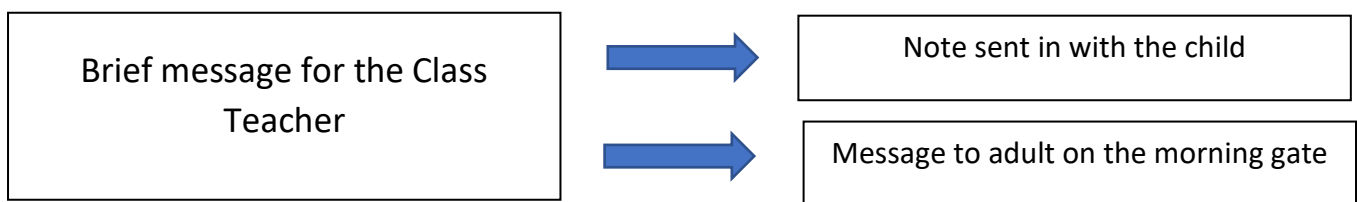


Queries or Concerns

The school leadership are happy to discuss problems at mutually convenient times and most can be resolved quite amicably. The flowchart below details the process to follow to resolve an informal complaint.

Who do I speak to if I have a problem or a concern?

If a problem or concern arises then an arrangement to meet the class teacher should be made. An appointment can be made for you with the teacher via the school office. This will be arranged for the nearest convenient time so the matter can be discussed and properly resolved. The following flow chart will help you to understand who you should direct your query towards:



On-going query or concern



In the first instance, please always arrange to see the class teacher at the end of the day or ring through to the office to make an appointment



If the query or instance does not resolve itself after a few weeks, please arrange an appointment to see the class teacher and the deputy head (Mrs Beadsworth) together



If the query or instance still is not resolved, please arrange a further appointment to see the Headteacher (Mrs Willis)