



## Parent Questions and Concerns



<b>Do you need to report your child's absence?</b>	Please ring the school office on 01454 862233
<b>Do you need to inform school that another adult is collecting your child?</b>	Dojo messages cannot be read during teaching time
<b>Do you need to inform school of a planned absence?</b>	Please request a form from the office to complete
<b>Do you have a concern or question about your child?</b> 	<p>Speak to your child's class teacher outlining your query, comment or concern.</p> <p>Please be aware that teachers cannot read and respond to dojo messages during teaching time but will endeavour to respond between the hours of 8am and 5pm.</p> <p>If your concern is unresolved after speaking to your child's class teacher, make an appointment through the office to meet with senior leadership team (Miss Sheppard, Miss French, Miss Maddalena)</p>
<b>Do you have a concern about another child?</b>  <b>We remind you to not confront another child's parent or to try to deal with the issue yourself</b>	<p>Speak to your child's class teacher outlining your query, comment or concern</p> <p>If your concern is unresolved after speaking to your child's class teacher, make an appointment through the office to meet with senior leadership team (Miss Sheppard, Miss French, Miss Maddalena)</p>
<b>Do you have a safeguarding concern?</b>	<p>Report it to the school's Designated Safeguarding Officers (Miss Sheppard or Miss French) by phoning the school on 01454 862233 or emailing <a href="mailto:office@stbarnabasprimaryschool.co.uk">office@stbarnabasprimaryschool.co.uk</a></p> <p>Please see the school website for further information: <a href="https://www.stbarnabasprimaryschool.co.uk/safeguarding-policy-and-procedure/i-am-an-adult-and-i-am-concerned-about-a-child/">https://www.stbarnabasprimaryschool.co.uk/safeguarding-policy-and-procedure/i-am-an-adult-and-i-am-concerned-about-a-child/</a></p>
<b>Do you have a concern about a member of staff?</b>	Arrange a meeting through the office to speak with Miss Sheppard or Miss French.
<b>Dojo messages</b>	Please note that any non-urgent messages sent after school hours or on a weekend will be responded to during working hours