

COMMUNICATION FROM SCHOOL

The schools send out information to parents via text, e-mail and letters through 'student post'. We sometimes will contact you via telephone. Please notify the schools of any changes to telephone numbers, addresses or changes in circumstances.

The school websites are:

www.bradley.derbyshire.sch.uk

www.brailsford.derbyshire.sch.uk

Here parents can gain access to copies of letters, school calendars, a schedule of extra-curricular activities, the school's most recent inspection report and a range of other information. You can also follow us on our Facebook pages.

Federation policies including our Privacy Notice are available on the federation website:

www.thedalesfederation.co.uk

Parent Representation

The Federation gathers parent views on an annual basis and we encourage parents' to share their views on Parent View which can be found on the OFSTED website at:

<https://parentview.ofsted.gov.uk/>

Parents are well represented on the Federation Governing Board. Please see our Governor Matters leaflet for further information.

Should you wish to contact Governors do so via the Clerk to Governors, Mrs A Duffy, in Brailsford School Office:

**Tel: 01335 360393 or
e-mail:**

ann.duffy@brailsford.derbyshire.sch.uk

PARENTS AND FRIENDS ASSOCIATIONS

Both schools have small but active parents' associations that meet on a semi-regular basis to organise fundraising events.

There is further information on the websites about fundraising events and news on what the funds have bought for the schools.

Both associations are friendly and welcome volunteers to join them. If you are interested in volunteering or helping, please let the School Office know.

The Dales Federation of Primary Schools Parent Information Matters

Information for Parents

Headteacher: Mrs Nicola Foulds



Bradley CofE Primary School

Tel: 01335 370292

Email:

enquiries@bradley.derbyshire.sch.uk



Brailsford CofE Primary School

Tel: 01335 360393

Email:

info@brailsford.derbyshire.sch.uk

INTRODUCTION

We believe that parents play a very significant role in their children's education. As such The Dales Federation looks to maintain an active partnership with parents for the benefit of all students. This leaflet provides information about the staffing and organisation at the schools which is designed to help that partnership operate effectively. Please keep it as a future point of reference. It acts as a complement to a series of leaflets for parents produced by the federation, that summarise our policies and procedures. These are:-

- o Anti-Bullying Matters
- o Attendance Matters
- o Behaviour Matters
- o E-Safety Matters
- o Governor Matters
- o Health Matters
- o Medicine Matters
- o School Dress Matters

All of these are available from the school reception or the school website.

Absence from school

It is important that parents contact school every time students are absent from school for any reason. Parents are asked to contact school on the **first day of absence**.

If you wish to discuss your child's attendance, please contact their Class Teacher, the School Business Manager or, alternatively, the Headteacher.

COMMUNICATING WITH SCHOOL – KEY STAFF

The first point of contact for any parent wishing to contact school is the Class Teacher in person, or by telephone, e-mail or letter to either enquiries@bradley.derbyshire.sch.uk or info@brailsford.derbyshire.sch.uk. If the Class Teacher is not available then please either speak to our Senior Teachers, or the Head Teacher, Mrs Foulds, if the problem has not been resolved to your satisfaction.

Senior Teachers

Bradley:

Mrs Burrows

Brailsford:

Mrs Cartwright

Miss Rosental

If you wish to meet with a member of staff for a longer discussion at a time away from school drop-off and pick-up times, please make an appointment. Most staff have a full teaching load and are unable to meet without prior notice.

Learning Support and Special Educational Needs

If parents wish to discuss an issue relating to learning support or special educational needs, then they may wish to contact Mrs Jennings, who is the federation Special Educational Needs and Disability Co-ordinator (SENDCo) using the email addresses above or by ringing the Brailsford School Office. She is based at Brailsford but is available on Wednesdays for meetings at either site.

INFORMATION ABOUT STUDENT PROGRESS

We have 5 formal updates where Class Teachers provide information to parents on their progress throughout the year:

- Autumn 1—Informal Parent Meeting
- Autumn 2—End of term Interim report
- Spring 1—Formal progress update (Parents' Evening)
- Spring 2—End of term Interim report
- Summer 2—End of Year Report

Details of dates for Parent Meetings are included in the school calendars that can be found on the school websites and information on diary dates issued to parents at the start of the year.

Open Door Policy

Parents are, of course, always welcome to contact school regarding any concerns about a child's progress at any time. Please contact the school as described in 'Communicating with School Staff'.