

COMMUNICATION

Communication systems currently used / information shared and available:

General information	Information on pupils' progress	Information on events
<p>Newsletters x2 per half-term</p> <p>Text message updates</p> <p>Class Dojo updates and reminders</p> <p>Parent information sessions (offered for new initiatives as required)</p> <p>Meet new teacher/year group talks – July each year as part of transition (covers Year group expectations, homework, curriculum).</p> <p>Separate letters where required – for example: staffing updates, trips.</p> <p><u>Key general information always available on the school website:</u></p> <ul style="list-style-type: none"> • Staffing • Year group curriculum overviews (what each year group cover each term). • Key Policies (including behaviour policy, SEN) <ul style="list-style-type: none"> • Clubs on offer per term. <ul style="list-style-type: none"> • Term dates. • School dinner menu. • Breakfast club. • Reportable school performance data. • Pupil premium and sports premium. <ul style="list-style-type: none"> • Ofsted report. 	<p>Parents' evenings: Normally held in October and March.</p> <p>July – Written end of year report</p> <p>July - Parents' evening for any parents with concerns about their child's written report.</p> <p>SATs (standardised assessment test) results reported for applicable year groups (Year 2 and Year 6)</p> <p>Phonics screening check outcome reported for applicable Year group (Year 1).</p> <p>Once per full term – book look after school for parents to view pupils' books.</p> <p>Weekly texts sent to parents for pupils in the Good News Book and for those pupils who have earned the most BEST points in their class that week.</p> <p>Termly Good news certificate assemblies – parents welcome to attend, text sent if your child is receiving a certificate.</p> <p><u>Communication as a two-way process:</u></p> <p>Parents can at any point request to meet with their child's class teacher to discuss your child's progress or any concerns. Just ask your child's class teacher to arrange a convenient time to meet/have a telephone appointment and they will be willing to do so.</p> <p>Staff are available on the gates/door to leave messages with in the morning and to communicate to at the end of the day (once pupils have been seen out to parents).</p>	<p>September – year calendar of key events sent out with first newsletter (also available on the school website in the section 'newsletters and letters')</p> <p>2 newsletters per half-term, which detail dates and events for each half-term. The newsletter goes out in the first week of each half-term and a review newsletter is sent out in the last week of each half-term.</p> <p>All newsletters are available on the school website at:</p> <p>http://www.waterwellsprimaryacademy.org.uk/newsletters/</p> <p>Where an e-mail address has been provided, newsletters are e-mailed. If not, a paper copy is given to the pupil.</p> <p>Additional text message reminders are also sent for most events. (Please ensure you have provided up to date contact details).</p> <p>Trips & sporting events/matches – separate letters are sent for these events, as they require parental signatures for participation.</p>