

Headteacher: Iman Atwal Woodside Primary School Morland Road Croydon CR0 6NF

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4th September 2023

Dear Parent/Carers,

We hope you have all had an enjoyable and relaxing summer break. We look forward to welcoming back our community on Thursday.

We want to ensure that we have really positive communication with all our families this year and in order to help with this we would like to share details of our communication process.

We really appreciate that communicating with teachers can be really busy, especially at the beginning of a new school year. With this in mind, please feel free to book a 1:1 appointment with any member of staff via our school office. Please note we are hosting 'Meet the Teacher' sessions for an informal chance to connect with your child's teacher. More details will follow.

Please contact staff as per attached if you have any questions or concerns as well any positive feedback that we can share with our staff and community. It is imperative all community members follow the correct channels of communication.

We look forward to continuing to work with our families over this school year.

Yours sincerely,

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Mr I Atwal **Headteacher**



Inspire Partnership Academy Trust Chief Executive Officer - Robert Carpenter Partnership Registered Office - Sandbach Place, London SE18 7EX Registered in England Company Number - 10421212

Class Teacher	Day to day communication Concerns Positive Feedback Curriculum
Phase Leaders	Concern next step – if required Positive Feedback Curriculum overview
Assistant Headteacher / SENCO	Concern escalated – if required Positive Feedback Safeguarding / SEND Curriculum Lead
Deputy Headteacher	Unresolved concern Positive Feedback Curriculum Safeguarding / SEND
Headteacher	Complaint Stage 1 Curriculum Safeguarding Positive Feedback

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Phase Leaders:					
Nursery & Nest		Ms Finkie Kona			
Early Years (Recept	ion)	Ms Nicola Hunte			
Apple & Pear Class					
Key Stage 1 (Years	1 & 2)	Miss Tayo Ogundare (interim)			
Ash, Beech, Cedar,	Elm, Fir & Hawthorn Class				
Lower Stage 2 (Yea	,	Mr Simon Clemenson			
Juniper, Maple, Oak					
Upper Stage 2 (Yea	,	Ms Blessing Agina			
Rowan, Sycamore, V					
SENCo		Assistant Headteacher			
Mr Malacehi	Inclusion	Miss Tayo Ogundare	Curriculum		
Abubaka	Any SEND related issues		Teaching & Learning		
	Positive Feedback		Positive Feedback		
Concerns			Concerns		
Deputy Headteacher:					
Mrs Helen Robinson		Curriculum			
		Positive Feedback			
		Inclusion			
		Safeguarding			
	1.1	Unresolved Concern			
Headteacher:					
Mr Iman Atwal		Staffing			
		Positive Feedback			
		Safeguarding			
		Complaint – Stage 1 Unresolved Concern			
		Unresolvea Concern			