

# St Ives North PS

## Approaching Your School

### For Successful Resolution of an Issue



From time to time parents or other members of the school community may need to approach the school in order to:

- discuss the progress or welfare of own child;
- enquire about school policy or practice and
- enquire about other issues.

It is therefore necessary to have procedures that will enhance a safe and harmonious school environment. The best results usually flow from working together.

These guidelines aim to:

- provide a guide in order that issues are dealt with in an open and fair manner;
- ensure that the rights of students, teachers and parents are respected and upheld and
- support sensitivity and confidentiality

Actions:

- It is always important to organise a time to talk with school staff in an unhurried and confidential atmosphere.
- No parent should directly approach another person's child.

Please do not resort to slandering teachers on social media. If you are unhappy with the school, please make an appointment to discuss your concerns. The trend towards on line blogging to denigrate teachers damages the school and reflects poorly on you as well.

CONCERN	APPROPRIATE ACTION
The welfare or academic progress of own child.	<ul style="list-style-type: none"> <li>• Directly contact the child's teacher either by note, email, by phone or in person to arrange a suitable time to discuss any issues.</li> <li>• For more serious concerns, contact the office and arrange a suitable time to talk with the teacher and Assistant Principal. These will be forwarded to Deputy Principal and Principal.</li> <li>• To convey information about change of address, telephone number, emergency contact, custody details, health issues etc. Please contact the office.</li> </ul>
School policy or practice.	<ul style="list-style-type: none"> <li>• Contact office and make an appointment to see the Assistant Principal. Deputy Principal and/or Principal.</li> </ul>
Other issues e.g. G&T queries.	<ul style="list-style-type: none"> <li>• Make an appointment with Assistant Principal or contact the office for appointment with Deputy Principal and /or Principal.</li> </ul>

**Principal:** Mrs Taylor

**Deputy Principal:** Ms Ierace **Relieving Deputy:** Mrs Abraham

**Assistant Principals K-2:** Mrs Romy Belnick (relieving), Mrs Hannah Scott (relieving), Mrs Naomi Brown (relieving)

**Assistant Principal 3-6:** Miss Dawson, Miss Stedman (relieving), Mr Maclachlan (relieving, Mr Watson (relieving)

\*In very rare cases, the Principal (or nominee) has the legal authority to use the 'Inclosed Lands Act' if a person's behaviour is deemed inappropriate.