



Communication with the Academy (Primary)... For any issues encountered in school, it will help us to most efficiently support your son/daughter if you use the following flow chart. The chart should help to identify who should be contacted in the first instance, and who to go to next, should you still have any outstanding concerns.

Contact the Class Teacher

Hopefully the issue is resolved... if not, please...

Contact the Key Stage Leader

Hopefully the issue is resolved... if not, please...

Contact the Head of Primary

Hopefully the issue is resolved... if not, please...

Contact the Principal

Communication is usually most effective person to person through the school office. However, increasingly parents find e-mail an effective communication method. The e-mail addresses of all staff can be found on the school web-site.

Assistant Head of EYFS & Key Stage 1
Mrs Woolford
laurawoolford@kba.uk

SENDco
Mrs Huseyin & Mrs Allsopp
primarysendco@kba.uk

Deputy Head of Primary and Key Stage 2
Mr Gill
danielgill@kba.uk

Head of Primary
Mrs O'Neill

Please contact maggiebailey@kba.uk if you wish to speak with Mrs O'Neill.

Principal
Mr Shaw

Please contact wendymillsop@kba.uk if you wish to speak with Mr Shaw