

Who to Contact

<p>To make it easier for you to get your queries answered quickly we have created this guide. We <i>always</i> promote speaking to the class teacher first as they know your child best. If unsure the office will always direct you to the right person to support you.</p>	
To discuss...	Who should I speak to?
Reading books, learning, home learning, behaviour, personal wellbeing, friendships, Special Educational Needs queries or any worries	<p>Class teacher Leave a message via the office 01296 712 296 or email: office@winslow.bucks.sch.uk</p>
To further discuss Special Educational Needs, ECHP & additional support for pupils, after speaking to the class teacher	<p>SENDCO Miss Webb via 01296 712 296 or email: senco@winslow.bucks.sch.uk</p>
Safeguarding/Child Protection concerns, confidential information	<p>The Safeguarding Team Mrs Dimbleby, Mrs Epps or Miss Allen via the office 01296 712 296 or email: office@winslow.bucks.sch.uk</p>
Family support/home difficulties, worries, emotional difficulties, wellbeing/mental health/counselling	<p>Miss Webb or Mrs Heal via the office 01296 712 296 or email: senco@winslow.bucks.sch.uk</p>
Attendance/lateness, medical concerns, injuries, medicines, diabetes, return to school after an illness	<p>Mrs Knapman 01296 712 296 or email: office@winslow.bucks.sch.uk</p>
Lunches, exceptional leave of absence, messages, change of information, trips, school events, appointments with staff, clubs, admissions, PP enquiries	<p>The Office Team 01296 712 296 or email: office@winslow.bucks.sch.uk</p>
Rainbows Preschool enquiries and Admissions	<p>Mrs Freshwater 01296 712 296 or email: office@winslow.bucks.sch.uk</p>
TFG Kidzone Breakfast and After School Club enquiries	<p>Telephone: 01525 630199 Email: www.kidzzoneclub.com</p>
<p>If you have contacted the class teacher & still have concerns, please contact the Phase Leader.</p>	
EYFS (Nursery & Reception) – Miss Allen	Years 1 & 2 – Miss Allen
Years 3, 4, 5 or 6 – Miss Moseley	
<p>If you have already contacted the Phase Leader, then contact Mrs Epps or Miss Allen(Deputy/Assistant Headteachers) – via the school office.</p>	
<p>If you have already contacted the Assistant Headteacher or Deputy Headeacher, then contact Mrs Dimbleby – Headteacher – via the school office.</p>	
<p>If you have concerns in the first instance you <i>should</i> speak with the class teacher; this is also the case with any SEN concerns.</p>	

