

Communication

To continue to support our families, at this time, with our in-school CV19 restrictions still in place, and a number of staff members fulfilling different and multiple roles, we wish to offer a number of options for communication with us, as below:

Safeguarding – if urgent, please ask to speak to a member of the leadership team, or ‘phone us directly, on 01474 352488, immediately.

Inclusion – please email Mr. Kiff on alistair.kiff@copperfieldacademy.org for any questions, queries or concerns regarding your child’s additional needs.

PIPS/EAL/Special Needs – please email Miss Waddell on shelby.waddell@copperfieldacademy.org for any questions, queries or concerns regarding your child’s additional needs.

Behaviour – please email Mr. Kiff on alistair.kiff@copperfieldacademy.org for any questions, queries or concerns.

Family Support – please email Mrs. Vickery on joy.vickery@copperfieldacademy.org for any questions, queries or concerns.

THRIVE – please email Mrs. Slack or Mrs. Elliott on lorraine.slack@copperfieldacademy.org, or denise.elliott@copperfieldacademy.org

Play Therapy – please email Ms. Hennessy on playtherapy@copperfieldacademy.org

Admissions – please email Mrs. Root on emma.root@copperfieldacademy.org (Mon, Tues and Thurs only)

Attendance – please email Mrs. Parker on karen.parker@copperfieldacademy.org

Finance/ARBOR Pay – please email Mrs. Locock on liesa.locock@copperfieldacademy.org

ARBOR Pay set up – please email Mrs. Richards on office@copperfieldacademy.org

Y6 Transition – please email Mr. Power on daryl.power@copperfieldacademy.org (Deputy Head)

School Clubs - please email Mrs. Richards on office@copperfieldacademy.org or Mr. Adams on ricky.adams@copperfieldacademy.org

General Enquiries – please continue to email office@copperfieldacademy.org – we aim to reply to you within each working day period, but please be patient. **If urgent, please call between 10.00am and 11.30am and speak to Mrs. Richards.**

Children and Classes - for any specific questions about your children’s learning, home learning, classroom activities etc, please **email your children’s class teachers directly**. Class Teachers will respond to emails after their working day/school-club, or between 8.00 and 8.15am on Monday to Friday – **they will not routinely reply during the school day**. If you email after the working day, please do not expect a response until the following day. There is no expectation on any adult at Copperfield to email any parent/carer after 4.00pm or at weekends. If your question/query is not responded to (as above) or you feel you would like further clarity, please contact Phase Leaders directly.

Little Acorns Nursery (Full-time) - jemma.lane@copperfieldacademy.org – **Phase 1 EYFS Nursery and Reception Leader**

Little Acorns Nursery (Mornings) – lindsey.harris@copperfieldacademy.org – **Deputy Head, EYFS and Assessment**

Reception Blossom - gabriella.hicks@copperfieldacademy.org

Reception Oak - jemma.foxwell@copperfieldacademy.org

Year 1 Ash – alison.atkins@copperfieldacademy.org

Year 1 Elm – jessica.edgar@copperfieldacademy.org

Year 2 Hazel – hannah.powell@copperfieldacademy.org – **Phase 2 / Years 1 and 2 Leader**

Year 2 Maple – scarlett.taylor@copperfieldacademy.org

Year 3 Juniper – charlie.wignall@copperfieldacademy.org

Year 3 Sycamore – roisin.faherty@copperfieldacademy.org – **Phase 3 / Years 3 and 4 Leader**

Year 4 Blackthorn – sally.fish@copperfieldacademy.org

Year 4 Spruce – ricky.adams@copperfieldacademy.org

Year 5 Cedar – lianne.reeves@copperfieldacademy.org

Year 5 Rowan – alexandra.harrison@copperfieldacademy.org

Year 6 Cherry – daryl.power@copperfieldacademy.org **and** hazel.parke@copperfieldacademy.org **(Please email both)**

Year 6 Rowan – chloe.evans@copperfieldacademy.org – **Phase 4 / Years 5 and 6 Leader**

All staff will willingly respond to any genuine concerns or questions you may have – this may not always be possible immediately, or always at the gates, so we do recommend that you email us.

Our Senior Leaders are Miss Waddell (Assistant Head), Mr. Kiff, Mrs. Harris, Mr. Power (Deputy Heads) and me (Executive Head). Please remember that we will always ask you to confirm that, for day-to-day items, you have communicated directly with Class Teachers first.

Finally, a gentle reminder about Social Media – we will share information with you, as often as we can, via Facebook, Twitter, Instagram and our website. None of these places, including the Copperfield Parents' Facebook page, are for you to complain, challenge, criticise or disrespect others. All these posts, but especially any prejudice-based ones, will be deleted, removed or challenged. If you have anything to share with us, please do so appropriately in order that we can resolve any issues for you, and your children, on a need-to-know basis.

My very best wishes to you all,



Simon A Wood

Executive Headteacher