



## Communication

At Belbroughton, we recognise the importance of ensuring that there are good lines of communication between school and home and home and school. We strive to ensure that our lines of communication are quick and effective; keeping everybody up to date with all the exciting things that are going on in school.

### Home School Diaries

Across the whole school, from Reception up to Year 6, we provide children with home school diaries. These diaries are an excellent way for teachers and parents to communicate to each other on a daily basis in an informal way. We do expect the diaries to be brought into school each day and to be taken home again each night. This is an invaluable way for teachers to pass on information and for parents to pass notes back to teachers. In addition the home school diaries are also used to record the number of times each week a child has read at home. We expect parents to record when their child has read to them at home and ideally this would be a minimum of 10 minutes each day.

### School Newsletters

Once a fortnight, usually on a Friday, the school newsletter is sent home to parents via parentmail to inform them of things that have happened in school over the last two weeks and very importantly of the things that are due to happen. This newsletter will also be displayed in the notice board outside the school office.

### School website

The calendar section of the website is kept up to date with any events

happening in school which you need to be aware of. Newsletters, Class newsletters and Curriculum maps will also be on the website when available.

#### Facebook

The school has a Facebook page on which we will put messages and photos about events and activities that the children have taken part in.

#### Parent E-Mail and Text Message Service

As an environmentally aware school we do strive to be as eco-friendly as possible. In order for us to reduce our usage of paper we do strongly encourage our parents to sign up to Parent Mail so that letters can be sent home electronically. This service is free of charge for all our parents.

From time to time we will also send text messages to parents to remind them of upcoming events or to pass on information that they may need.

Any changes or cancellations of school events with less than 24 hours notice will always be sent via text message.

#### Parent Forum

Every term we will hold a Parent Forum. This is an open meeting for any parent to attend. Mrs Bishop will share any new information regarding the school and will answer any questions or concerns that you may have. Please note that any concerns regarding one particular class or child should be addressed to the class teacher directly.

Please make sure you update the School Office on a regular basis with any changes to your address, phone numbers or email. Thank you.