

Where to go? | Guide to help you choose the right point of contact



Website

Information about:

- Term Dates
- Sports Days and Assembly Dates
- Upcoming Inset Days
- School Policies
- Newsletters
- Governors
- PTA
- Uniforms
- Prospectus

On line:

www.scargill.derbyshire.sch.uk

If your child is sick and unable to attend school please call 0115 9320005 and leave a message

School Office

Information about:

- Admissions
- School Meals
- Term Time Holidays
- Pupil Sickness, Absences and Attendance
- Medicines in School
- Medical Conditions
- Changes to contact details

Call the Admin team on 0115 9320005 or pop into the main entrance off Beech Lane and speak to them during school hours or email info@scargill.derbyshire.sch.uk

Class Teacher

For questions or concerns about:

- Home Work
- Achievement
- Friendships
- Bullying
- Behaviour
- Class Lessons
- SATS
- Family matters which may be affecting your child

If you can get to school, pop into class after school and arrange a time to see the teacher

Alternatively send a note with your child and their teacher will contact you

SENCO

For questions or concerns about Special Educational Needs or Disabilities (SEND)

Issues, advice or support regarding SEND which the class teacher has been unable to resolve

Make an appointment with the relevant Key Stage Senco via the office or by email

The latest email addresses can be found on the school website or via the office

Department Heads

Department Heads lead up the Year group teams, for concerns about:

Issues the class teacher has tried to resolve but with which you are still concerned

Make an appointment with the Department Head via the office or by email

The department heads are divided into EYFS, Y1&2, Y3&4 and Y5&6

Head Teacher

For concerns about:

Sustained issues which the class teacher has been unable to resolve and Safeguarding

If the Head is unavailable an Assistant Head will respond to any concerns

Email: info@scargill.derbyshire.sch.uk

You can write a note and drop it in at the office. You can come into school via the main entrance and make an appointment

Governors

For escalating concerns and ideas:

- Issues the Head Teacher has tried to resolve but with which you are still concerned
- Safeguarding within school
- Governance issues
- Ideas for improvements

Email: scargillgovernors@scargill.derbyshire.sch.uk

You can write a letter and drop it in the office

Find out who our governors are on our website

Child Social Services

For serious Concerns:

About the welfare & safety of a child then please contact the Child Social Care team

If the child attends Scargill School please also advise the Head Teacher

On Line: www.derbyshire.scb.org.uk

Please enter "worried about a child" in the search box to find guidance.

Call the police on 101 if you think a child is in immediate risk