



## HOW WE COMMUNICATE WITH PARENTS AND CARERS

### In Person



Parents and carers are able to leave messages with staff on the entrance gates at the start and end of the school day. Parents can also make appointments to see teaching staff via the school office. The school office is open from 8.00am to 4.00pm Monday to Friday.

### By Phone



Parents and carers are able to phone the school office for all general enquires on 01283 247410. The school office is open from 8.00am to 4.00pm Monday to Friday.

Please note that all absences must be reported before 9.30am by calling 01283 247410 and state clearly reasons for absence.

### MCAS (My Child At School) App



Parents and carers receive alerts from our MCAS (My Child AT School) App. Please make sure you have downloaded the app to ensure you are able to receive all messages and communications from Shobnall Primary & Nursery School. Please do not reply to any messages.

### Class Dojo



In EYFS, we use Class Dojo to post on your child's Learning Journey. This is free to download on the Apple and Android App Stores. Please let your child's teacher know if you require a new parent code to access the app.

### Letters and Newsletters



All our important letters and newsletters are shared via email and uploaded to the school website [here](#) via the parents tab. Please make sure you have downloaded the MCAS app to ensure you are able to receive important letters and the weekly newsletter from Shobnall Primary & Nursery School.

### Social Media



Achievements and what children are learning about in school are celebrated on our social media platforms. Search for **@shobnallprimary** on Instagram.