

# Ways we communicate with families at Caldew Lea




We know how important good communication is and we are always looking at ways we can make it easier, more informative and less onerous on our families. Over the last couple of years and as a result of home learning we have streamlined our communication procedures based on feedback from our families.

Below you will find a current list of the way we communicate, the purpose of the communication and the intended impact / outcome.

Please have a read and if you feel there are any way we could continue to improve, please do let us know!

Communication platform	Purpose	Impact / outcome
Tapestry (EYFS only) 	To give parents in Nursery and Reception up to date information about their child's development.	This allows parents to track progress, interact with their children teacher / key worker about things they do at home to support their development towards the early learning goals.
Class Dojo 	To provide class related information regarding upcoming event/activities and celebrate success. Dojo also provides an efficient/direct line of communication in order to share key information/concerns about individual children's day.  <b>Please note that messages will be responded to within reasonable working hours and it is at a teacher's discretion to respond to you after 5pm. If the concern is an allegation or of a safeguarding nature, please email the admin team directly and they will process the message accordingly.</b>	This informs and allows parents to track rewards and class information.  Allows parents/carers to raise queries and concerns directly related to individual children.
Parent mail 	All information: permissions, payments, trips/visits, school dinners, wrap-around-care and the Penrith bus. All general whole school information that the office and/or Head of School would like to share.	Ensure the smooth day-to-day running of the school day.  Keeps families fully informed.
School newsletter 	To provide an overview of what has happened in school, celebrations and calendar events.	Allows parents/carers to share in the weeks events and celebrations and highlight upcoming dates.
School website 	To give parents an overview of everything they need to know about school.	To ensure families are fully aware of all that Caldew Lea school provides their child/children
Social media 	To promote and highlight the good work school is doing and share it with our local and international community. To showcase the children's learning.	Allows parents/carers to share in the weeks events and celebrations and highlight upcoming dates.

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<p>Parents Evenings</p> 	<p>A meeting held with the class teacher and the parent/carer for each child. This allows teachers to share how each child is developing academically, socially and emotionally.</p>	<p>These meetings provide an opportunity for teachers and parent to discuss each children's strengths and areas for development and to reflect on the child's successes so far in the year.</p>
<p>Reading Record</p> 	<p>A written log of all reading that takes place at home. Class teachers will always provide an appropriate reading book for each child in school. These books are checked daily to celebrate the amount of reading children are doing at home.</p>	<p>To encourage and share in a love of reading.</p> <p>Those children who read above and beyond expectations are celebrated</p>
<p>Student Reports</p> 	<p>A fully comprehensive written report which provides parents/carers with their child's academic progress across all subjects.</p>	<p>To fully inform and equip parents to support their child in the next steps of their educational journey</p>
<p>Academic Adventure Plans (AAPs)</p>	<p><b>For Children with Special Educational Needs</b></p> <p>AAPs are plans which set out the extra support provided by the school to help individual children succeed. They are written by the teacher and shared with parents during AAP meetings.</p>	<p>To fully inform and equip parents to support their child in the next steps of their educational journey</p>