

## **PARENT CODE OF ENQUIRY**

Dear Parents and Carers,

Who do you speak to if you have a concern about your child?

- 1) The classroom teacher should, where appropriate, always be spoken to first. Please get in touch with the teacher via note, email or leave a message with the office for the teacher to make a suitable time to discuss the issue.
- 2) Each grade has a supervisor who would be your next contact point.
- 3) Any general issues or concerns that require further intervention or are of a whole school nature should be addressed to the Deputy Principals. The contact for K-2 is Mrs Robyn Scott. For Years 3-6 concerns, the contacts are Mr James Tod and Ms Alisoun Garrard.

Yours sincerely,

Megan Lockery  
Principal

Robyn Scott  
Deputy Principal K-2 (Rel)

James Tod and Alisoun Garrard  
Deputy Principals Years 3-6 (Rel)