

Communication at Lady Bay

School will communicate with parents in a number of different ways

1. Parent Pay – information about school trips and activities, and the weekly newsletter from the Headteacher will be emailed to parents via ParentPay. If both parents would like to receive these emails, we recommend setting up your ParentPay account with a shared email address, specifically used for school communications.
2. Arbor – We communicate day-to-day messaged via the Arbor app. Currently, we have 97% of parents signed up. This also allows parents to respond to the school directly. You will also be able to view your child's attendance. Report absence and check your contact details are up-to-date
3. SeeSaw – In Foundation, Year 1 and 2 the staff use SeeSaw. This is a platform for staff to save children's work and share some of this with you. This stops at the end of year 2 as staff no longer need to keep evidence of work completed in enhanced provision and the level of marking means this is not able to be continued into Key Stage 2. SeeSaw is not used for direct messaging and sharing school events (this all will come through Arbor)
4. Paper letters- Very occasionally, we will send out paper letters. These are usually sent when we need a reply slip back from you
5. Newsletter – All direct communication from the Headteacher comes through the weekly school newsletter. We share the enrichment activities that have happened that week, OPAL news, important reminders and dates. Please do make it a priority to read the newsletter
6. Day-to-day discussions with teachers – If you would like to speak to or meet with your child's class teacher you can do so in a couple of ways. For non-urgent and non-time dependent messages, please add a note to the school diary and the teacher will reply to you. You can also catch them on the playground and arrange a face-to-face meeting. Finally, you can email the school office who will send your email on to the class teacher and they will come back to you as soon as they can
7. SEN – If you have a child with SEN needs or are worried about your child, please look at the Graduated Response on the SEN page of the website. We always recommend you speak to the class teacher in the first instance and can email the SENCO after that stage on senco@ladybay.notts.sch.uk
8. Website - All correspondence from outside providers of clubs being advertised can be found on the school website. We will also share images of what your child has been doing over the year on the website. This includes the Latest News page where the Headteacher adds events from the week