



# Wilden VA Church of England Primary School

High Street  
Wilden  
Bedford  
Bedfordshire  
MK44 2PB

Telephone: 01234 771313

Thursday 21<sup>st</sup> April 2022

Dear Parents/Carers,

I am writing to inform you of our communication strategy with parents moving forwards. Outlined below is the ways in which we will communicate with parents, the regularity of those communication methods and what they will be used for:

Regularity of communication	Tool of Communication	What will be communicated
Daily	Class Dojo***	<ul style="list-style-type: none"> <li>• Class messages</li> <li>• Direct communication between class teacher and parents**</li> </ul>
Weekly	Class Dojo***	<ul style="list-style-type: none"> <li>• Whole school messages</li> <li>• Date reminders of school events</li> <li>• PTA announcements</li> <li>• Star of the Week, Family Points announcements</li> </ul>
As appropriate	Facebook/Twitter***	<ul style="list-style-type: none"> <li>• Pictures and videos of children at school events, local visits or trips</li> <li>• Marketing</li> </ul>
As required	Letters*	<ul style="list-style-type: none"> <li>• Important announcements</li> <li>• Information about staffing, school visits and events</li> </ul>
Monthly	Newsletter*	<ul style="list-style-type: none"> <li>• Positive school news</li> <li>• Important monthly news</li> <li>• Important future school event dates</li> </ul>
Termly	Parent Forum	<ul style="list-style-type: none"> <li>• Raising concerns</li> <li>• Asking questions</li> <li>• Offering feedback to the school</li> </ul>
Termly	Parent surveys	<ul style="list-style-type: none"> <li>• Gaining feedback from parents</li> </ul>
Twice annually	Pupil Reports	<ul style="list-style-type: none"> <li>• Communicating pupil progress and attainment</li> </ul>
Twice Annually	Parents Evenings	<ul style="list-style-type: none"> <li>• Discussing pupil progress and attainments</li> </ul>
Annually	Parents Information Evenings	<ul style="list-style-type: none"> <li>• Communicating expectations regarding behaviour and attendance</li> <li>• Information regarding residential visits</li> </ul>

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|  |  | <ul style="list-style-type: none"><li>• Information regarding national testing</li></ul> |
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\*All letters and newsletters are uploaded to the school website at the same time as being sent out either on paper or via Class Dojo

\*\*Please note that staff members will only be expected to read messages from parents during normal working hours. Parents should not expect replies from staff outside of their working hours.

\*\*\*If any parents need any help with accessing any of these apps please let us know and we will be more than happy to assist.

Yours sincerely

Mr Pointon  
Executive Headteacher