

Tarporley CE Primary School - Who do I talk to?

I have a general question / query

- Have a look on the school website, the answer might be there: www.tarporleyce.cheshire.sch.uk
- Telephone the office, our friendly office staff can answer most questions. They will find the answer for you or direct you to the right person.

I have a question regarding my child

- Telephone or email the school office to make an appointment to see the class teacher.
- Quick queries - speak to your class teacher or teaching assistant at the end of the school day

I am not happy with the response I have received

- Telephone or email the school office to make an appointment to see the class teacher if appropriate.
- Telephone or email the school office to make an appointment with the Phase Lead or SENCO (FS&KS1 - N Brown LKS2 - H Maddocks UKS2 - E Neill SENCO - E Nicholas).

If I still feel my query has not been resolved

- Telephone or email the school office to make an appointment to see the Deputy Headteacher (Miss H Maddocks).
- The next step would be a meeting with the Headteacher (Mrs K Forrester).

If we are unable to resolve your query or concern through these channels then you would need to follow the school complaints procedure.