



Communicating with Whanau and back

Our communication strategies help us inform and engage whanau on matters related to the school. **Current, clear, and consistent** information helps staff, students and whanau feel **connected** and **confident** that they know how the school operates, and what is going on in the school.

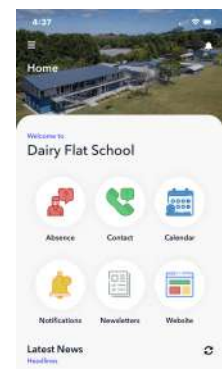
We encourage parents/caregivers to **raise any questions or concerns** with the school directly, so that any issues can be addressed and resolved for the whole school community.

Contact details

- Parent and caregiver contact information is updated by the school at the beginning of each year. Parents/caregivers are responsible for letting the school know about any changes to their contact details, including details of who does not live with the child but who wish to receive school information and notices.
- Parents/caregivers can access school and staff contact information through the school office, [website](#), Dairy Flat mobile app and [newsletter](#).

Everyday communication

- We use a range of methods to communicate general information with parents and our school community including the school website, school app, fortnightly newsletters, and email.
- Newsletters with all the information needed will be shared every 2nd week.
- An information newsletter (like this one) will come home every other week.
- [Facebook](#) is used to share learning and events.
- Dairy Flat mobile app is used to locate information quickly and easily.
- If the school has concerns about a student's welfare or behaviour, we will contact whanau.
- We protect the privacy of our students and their families in our communications as appropriate.
- **Parents/caregivers are asked to contact the school if their child will be absent or late that day. We also ask parents to contact the school office if for any reason your child is not going to be taking the school bus that day.**



Emergency communication

- In the event of an emergency, the **school contacts** parents and caregivers when it can, using the available communication options.
- If the school must **close** due to extreme weather or a local emergency, parents are contacted through available communication options.
- We notify parents if their child suffers a **moderate or notifiable injury**, or any head or spinal injury.

Reporting to parents

- Communicating with parents about their child's **progress and achievement** is an important part of school life. Reporting methods include parent interviews, written reports twice a year, informal conversations and [classroom blogs](#).
- Parents are welcome to arrange a time with the class teacher to discuss their child's progress at school.



Our suite of **Policies and procedures** are held on the School Docs Website and all parents have access to them. Eg: Behaviour management, bullying, community conduct, communication, etc

We encourage you to visit our school [docs](#). You are also welcome to review the current review topics.

You will require a Username and Password. **Username:** dairyflat **Password:** 0794

