



HEADTEACHER - Mr Witts

headteacher@kingsnorth.kent.sch.uk

Formal Complaints
Informal complaints
Requests for absence from school**
Integration meetings after suspensions
Safeguarding concerns

**** Holidays will not be authorised in term time.**
Absence for medical and religious reasons only.

**School Contact Flowchart for Parents
September 2023**

AHT/SENDco - Miss Moore

senco@kingsnorth.kent.sch.uk

Escalation 2 Behaviour issues

Support and provision in class relating to specific needs
ALL SEND concerns
Updates on agency professionals working with your child

Deputy Head - Mrs Bone

deputy@kingsnorth.kent.sch.uk

Safeguarding concerns
Escalation 2 - progress concerns
NTP questions/ provision
Family support / pupil welfare
Escalation 2 - concerns from class

FLO - Mrs Rich

flo@kingsnorth.kent.sch.uk

Welfare and wellbeing of pupil and families
Referrals for Early Help, School Nursing and other support agencies

Phase Leaders; Mrs Green (EYFS, Y1), Miss Bowman (Y2, Y3, Y4), Mrs Lauchlan (Y5, Y6)

Escalation 1 - all matters relating to your child in class and on the playground
please use your child's cohort email address ; eg Year2@kingsnorth.kent.sch.uk FAO Miss Bowman etc

Class Teaching Team -Class Teachers and Teaching Assistants

First point of contact for all matters relating to your child in class and on the playground
please use your child's cohort email address ; eg Year2@kingsnorth.kent.sch.uk

