

## WHAT TO DO IF I AM WORRIED ABOUT MY CHILD OR I HAVE A PROBLEM?

*At Pye Bank we have a lot of people here to help you.*



### What should I do if I am worried about my child's learning?

#### STEP 1

TALK TO YOUR CHILD'S CLASSTEACHER AT THE END OF A SCHOOL DAY OR IN THE MORNING. THEY CAN ARRANGE A CONVENIENT TIME TO TALK.

*THEY ARE VERY KEEN TO WORK IN PARTNERSHIP WITH YOU.*

#### STEP 2

IF YOU CONTINUE TO BE WORRIED YOU CAN MAKE AN APPOINTMENT THROUGH THE SCHOOL OFFICE TO MEET THE PHASE LEADER OR THE SENCO

*(Foundation Stage Mrs Dawson; Years 1 and 2 Miss Taylor; Years 3 and 4 Miss Vickers; Years 5 and 6 Miss Drake)*

#### STEP 3

IF THE ABOVE DOESN'T SOLVE THE SITUATION HAVE A CHAT TO MRS ZABEDA HUSSAIN OR MRS KAREN STANLEY IN THE OFFICE WHO WILL ARRANGE FOR YOU TO MEET MRS KURCEWICZ OR MRS ANDREWS

### What should I do if I am worried about my child's behaviour?

#### STEP 1

TALK TO YOUR CHILD'S CLASSTEACHER AT THE END OF A SCHOOL DAY OR IN THE MORNING. THEY CAN ARRANGE A CONVENIENT TIME TO TALK.

*THEY ARE VERY KEEN TO WORK IN PARTNERSHIP WITH YOU.*

#### STEP 2

IF YOU CONTINUE TO BE WORRIED YOU CAN COME AND SEE MRS ZABEDA HUSSAIN OR MRS DEBORAH MASKREY

They will sort out a meeting with the phase leader and classteacher, they will attend with you if you would like that.

#### STEP 3

IF THE ABOVE DOESN'T SOLVE THE SITUATION HAVE A CHAT TO MRS ZABEDA HUSSAIN OR MRS KAREN STANLEY IN THE OFFICE WHO WILL ARRANGE FOR YOU TO MEET MISS LEE, MRS KURCEWICZ OR MRS ANDREWS

*The Pastoral team (Zabeda and Debbie) are here to help you with any queries or concerns you have, even if they are not about school.*

### What to do if worried about anything else or have a complaint?

*PLEASE COME TO THE OFFICE AND ASK TO SPEAK TO MRS KAREN STANLEY. SHE CAN THEN ARRANGE THE RIGHT PERSON FOR YOU TO SPEAK TO SO THAT WE CAN RESOLVE THE PROBLEM QUICKLY*

**Tel: 0114 276 0472**

**E-mail: [parents@pyebank.sheffield.sch.uk](mailto:parents@pyebank.sheffield.sch.uk)**