

## Communication at King Edward VI CEVC School

Parental contact

Is it an academic enquiry?



## Is it a pastoral enquiry?



## Is it a SEND enquiry?



## Is it a safeguarding concern?

Every adult is trained to pass on a safeguarding concern in the appropriate way. We also have a safeguarding button on the website which is monitored by our DSL and full time Safeguarding Officer. In an emergency, please contact the main school Reception.

If your enquiry is not answered within three school days, please escalate according to the diagram above.