

**Principal:** Mrs L Monk – BMus (Hons) **Specialisms:** Science, Performing and Creative Arts

LMO/gb

16<sup>th</sup> November 2017

Dear Parents/Carers,

I am writing to you to request your support in following academy protocol for visiting the academy site, whilst recognising that the vast majority of our parents and carers are already respectful of our school expectations.

All teaching staff are timetabled during the school day for either teaching duties in classrooms, involved in support work with students, or meetings with colleagues and external agencies. All aspects of this work are about supporting our pupils to achieve their best. It is not possible for staff to become immediately available to parents and carers if they decide to visit the site with no notice. We are always happy to meet with our parents and carers, we share the same interest in delivering the best for our pupils, but I would ask that you call or email the academy to make an appointment to meet with us. That way we can ensure that the person that you would like to meet with is available and that there is no disruption to their teaching commitments.

However there is never a time when it is appropriate for a parent to visit the site and disrupt the calm of our school through threatening and intimidating behaviour towards our staff team. They all have a right to work in a calm and safe environment, without fear of verbal or physical threat. This is not only upsetting for our staff team, but for any pupil who happens to witness this intimidation. Should incidents such as this occur, I will have no option but to seek to remove the parent from the academy site and they would not be able to return.

Clearly, this is not a situation which I would wish to see in the academy, and I would ask for your support in ensuring that all staff and pupils are able to experience a calm, safe and non-threatening environment in which to work and learn.

Thank you for your support.

Yours faithfully



Mrs L Monk  
Headteacher