



**Silsden Primary
School**

7th February 2024

Dear Parents/Carers,

At Silsden Primary School, we are committed to maintaining clear, open, and effective communication with all our parents and carers. To ensure that important information is shared in a timely and accessible manner, we have reviewed and updated our Communication Policy outlining how we will keep you informed and how you can reach us when needed.

Key Changes to our Communication Policy involve the use and guidance relating to Class Dojo and the schools use of Facebook. Please read the communications policy which is attached and pay particular attention the Class Dojo appendix.

All parents are reminded that notification of pupil absences are not to be sent via e-mail – you must ring our school office before 9:30am. This is in line with this communication policy and our Attendance Policy.

We believe that strong communication between home and school is key to supporting your child's learning and well-being. Thank you for working with us to ensure an effective and positive partnership.

If you have any questions about our Communication Policy, please do not hesitate to contact us.

Kind regards

Mrs K S Russell

Headteacher.