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12<sup>th</sup> September 2024

Dear Parent/Carer

Please can we ask parents that if they have a message for a class teacher in a morning, please use the relevant email address below. The teachers are trying to plan their lessons with their TA before welcoming their children and start the teaching and learning for the day – it can be very difficult to give both the children and the parent the attention they deserve at the same time. For safeguarding reasons, we also need to know who is in the building and shouldn't have adults wandering in.

Although we absolutely don't want to discourage parents from speaking to us (we love having good relationships with our parents), we also need to be very supportive of staff wellbeing; too many meetings can result in their time being spent on adults rather than our children (and they have lots of children to think about)!

Also, we aim to increase the independence of our children in a morning and ask they bring in their own book bags and any correspondence for the office.

Please see below our teachers' emails addresses. The office can be contacted between 9.30am – 3pm for all other enquiries.

[s.burrow@crich-jun.derbyshire.sch.uk](mailto:s.burrow@crich-jun.derbyshire.sch.uk)

[l.kemp@crich-jun.derbyshire.sch.uk](mailto:l.kemp@crich-jun.derbyshire.sch.uk)

[k.shakespeare@crich-jun.derbyshire.sch.uk](mailto:k.shakespeare@crich-jun.derbyshire.sch.uk)

[charlotte.crellin@crich-jun.derbyshire.sch.uk](mailto:charlotte.crellin@crich-jun.derbyshire.sch.uk)

[c.troughton@crich-jun.derbyshire.sch.uk](mailto:c.troughton@crich-jun.derbyshire.sch.uk)

Thank you for your cooperation with this.

Yours faithfully

Mr C Orridge - Headteacher

Crich Junior School - our happy, caring community school



Derbyshire Healthy Schools  
Community Award