



2 Bielski Street, Denman Prospect, ACT 2611
Phone: 02 6142 3491
Email: evelynscottschool.information@ed.act.edu.au

EVELYN SCOTT SCHOOL COMMUNICATION POLICY

PURPOSE

At Evelyn Scott School, we know that strong communication helps our learners thrive. This policy is here to make sure families, staff, and the wider community stay connected through clear, respectful, and timely communication.

Whether it's a quick chat after assembly, an email from your child's teacher, or a showcase of learning, we're committed to keeping you informed and involved. We believe that by working together, we can support every learner to have a great experience at school.

CONTACTING THE SCHOOL

Below is a list of all the ways in which we communicate with you to share important information about your child's learning:

Direct contact with your child's teachers

Your first point of contact should always be your child's teacher. Our teachers are dedicated to addressing your child/children's needs and happy to communicate with families. We are very grateful to have such a caring and professional group of teachers at Evelyn Scott School. All of the contact details for every teacher at ESS is on our website > [ESS Teacher's Email Addresses](#)

Newsletters

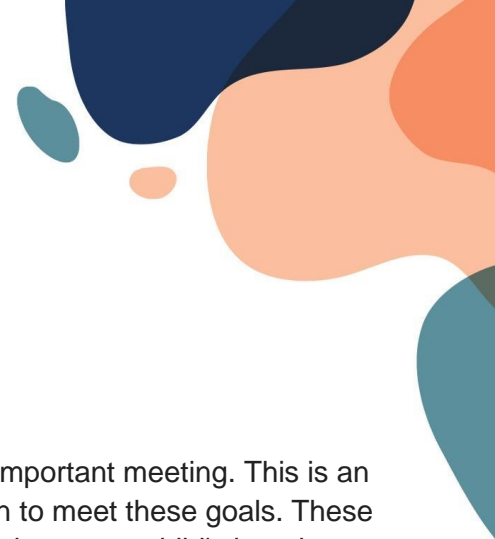
Our Newsletters are published and sent to our families on a monthly basis. We aim to deliver high quality, vibrant and substantial newsletters that celebrate school events and outline important school information that has occurred throughout the month.

Showcases

Showcases occur regularly and are a fantastic way to be involved in your child's learning journey. Our learners really enjoy the opportunity to share their learning with their families via our showcase processes. Dates and times of Showcases will be communicated with families.



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Goal Sharing Interviews

Families are invited to meet with their child's teacher and participate in this important meeting. This is an opportunity to discuss your child's goals and work together to develop a plan to meet these goals. These meetings provide clarity and are a great way to have an open conversation about your child's learning, strengths and challenges.

Meetings with members of the Leadership Team

Principal and members of the Leadership Team (Executive Coaches, Deputies, Wellbeing Coaches and Learning Coaches) are available to meet with you to discuss concerns as required. Please make appointments through the Front Office.

Google Classrooms

Google Classrooms is a user-friendly and transparent way for families to easily view your child's learning. Google Classrooms and GAFE (Google Apps for Education) is an approved digital platform and will allow families to tap into your child's projects and learning throughout the year.

Emails

We frequently email our school community important information. We work hard to email significant information home to you as necessary.

End of Assembly Leadership Team Chat

This is a new way of communicating that we have added to our list of communication strategies this year. At the end of assemblies, Evelyn Scott School Leadership Team will be available to have a chat with families in the Community Room. Please join us for a cuppa and a chat if you have time after the assembly.

We acknowledge that you are your child's first teacher and their best advocate. We ask you to respect our professionalism and expertise as educators. We strongly believe that with these strong communication methods in place, any problem can be solved in partnership. Let's work together to ensure that your child has the best possible educational experience at Evelyn Scott School.