



## SOUTH HILL PRIMARY SCHOOL

'Building Character, Learning Together'

**Headteacher:** Miss J Wellbelove BA (Hons) PGCE  
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Thursday 5th September

### Communication at South Hill

Dear Parent/Carer,

We send regular communications to parents/carers to ensure you are kept informed and up to date about everything happening at South Hill, as a wider school and within your child's class.

#### **Email communication**

The school office send regular updates via our email system and this is mainly used for information such as the newsletter, parental consent forms, trips and wider school information. **Please could we ask all parents to ensure that your email address (as well as key contact information such as your address and emergency contacts list) is kept up to date with the school office.**

#### **Class Dojo app**

Class teachers send regular year group or class updates via our communication app 'Class Dojo'. This is an excellent platform which allows our teaching staff to send reminders to you quickly, such as homework reminders, spellings, change of PE day etc, as well as allowing us to share photos and updates of your child's learning journey.

The app is now up and running for all classes for their new year groups.  
EYFS parents – you will be sent home login details this week.

**If you are not currently connected to 'Class Dojo', please speak to your class teacher or contact the school office who will be able to pass give you unique login details for your child so that you do not miss these important 'day to day' messages.**



# ClassDojo

#### **Communication with teachers**

Please could we ask again this year that all communication, particularly about incidents or anything of a pastoral nature, is sent via the school office using the following email address: [admin@southhill.herts.sch.uk](mailto:admin@southhill.herts.sch.uk) which will then be passed on to class teachers. This is to safeguard parents and teaching staff.

**Whilst there is a 'messages' feature on the 'Class Dojo' app, please could we ask that this is only used by teachers. Messages sent by parents through Class Dojo to staff will not be responded to.**

Yours sincerely

*C Farmery*

Mrs Claire Farmery  
Assistant Headteacher – Teaching and Learning



Artsmark  
Gold Award  
Awarded by Arts  
Council England

