

1 CLASS TEACHER

You should approach your child's teacher in the first instance, to discuss:

- Your child's learning
- Your child's home learning
- Classroom, behaviour and playground incidents
- Organisational issues, e.g. lost property or books
- Arrangements for end of day pick-ups and appointments

2 PHASE LEADERS

If you have previously contacted your child's teacher, but issues remain ongoing, you may contact the Phase Leaders:

- Nursery, Reception: Kate Apostolov
- Year 1 and 2: Josh Cardale
- Year 3, 4: Nessian Quiery
- Year 5: Norma Hewins
- Year 6: George Gould & Norma Hewins

Email them at admin@jubilee.hackney.sch.uk or telephone 0208 806 5446 to ask for an appointment.

3 HEADTEACHER / DEPUTY

You may contact Head Teacher Norma Hewins or Deputy Head Joshua Cardale by emailing admin@jubilee.hackney.sch.uk, or by calling 0208 806 5446 to ask for an appointment, to discuss any unresolved issues after contacting the teacher and phase leader.

SAFEGUARDING

If you have any concerns about a child, please contact Shaun Acharya as soon as possible, by calling 0208 806 5446. If Shaun is unavailable, please ask to speak to Salima Dowe.



We are an open, welcoming and warm setting where we value supportive relationships with parents and carers. Teachers and Support Staff are available each day to take messages, but for any matters that may be urgent, confidential, or require some time to discuss, we would encourage you to call the school ahead of the start of the day and ask to speak to the phase leader.



You can contact staff members by calling the school and leaving a message, or emailing admin@jubilee.hackney.sch.uk and writing the name of the staff member you need in the subject field. If you are not sure of the name of the staff member, just email the admin team and they will redirect your query to the appropriate person.