



ST MICHAEL & ALL ANGELS C. E. (FOUNDATION) PRIMARY AND PRE-SCHOOL

Respect. Resilience. Responsibility. Confidence. Co-operation. Compassion.

9 October 2023

Dear Parents/Carers

Who is Who at St Michael and All Angels C.E (Foundation) Primary School?

Our school relies heavily on the expertise of volunteers to give up their time in different ways to support the work school does.

[Parents, Teachers and Friends Association \(PTFA\)](#)

This is a group of parent and teacher volunteers who think of various ways to raise funds to pay for the little 'extras' in school. Everyone is always welcome - whether you want to join the committee or just give up a little of your spare time to help at an event it is much appreciated. If you would like to find out more about their events and how they support our school, click [here](#) to take a look at their page on our website. You will find a "Contact Us" form at the bottom of the page if you like to get touch with them directly, or you may wish to follow their facebook page:- StMichaels Ptfa

The AGM meeting will be held on Friday 13th October at 3:30pm in school.

[Parents' Voice](#)

Each class has a parent representative; they are the parents' voice, your voice. A letter will be coming out later today about the next meeting. Parent Voice is a way for the school to include parents in school decision making e.g. school report formats or changes to school dinners. Everyone leads busy lives and we appreciate the time that they give to the school for this valuable role.

[People who work in school](#)

Teachers are your first point of contact if you need to discuss your child. This could be a very quick message to them or to other teaching staff on a morning at drop off.

If it isn't a quick message, then please arrange another time so that you can speak away from other adults and children and are also able to have a better quality discussion.

Meadow Close, Greenacres, Shelf, Halifax, HX3 7QU. Telephone: 01274 676246

Website: www.st-michaelangels.calderdale.sch.uk Email: admin@st-michaelangels.calderdale.sch.uk



Office staff deal with attendance, medication and pass on messages or arrange meetings with teachers who are unavailable to speak to parents as they are in class. They are contactable by phone on 01274 676246 or [email](#).

If you need to speak regarding Special Educational Needs Miss Sophie Lawless is our SENCo (Special Education Needs Co-ordinator), her contact details are [here](#). I also sometimes assist Miss Lawless as am also an experienced qualified SENCo and it is a very demanding role.

We are lucky at St Michaels to have excellent pastoral support. Mrs Charlotte Westby is our Learning Mentor, who along with Miss Lawless and I form our pastoral team. Mrs Westby's contact details are [here](#) as well as our [support pages](#).

Safeguarding is taken very seriously in school and we have an excellent reputation. Click [here](#) for a link to our Safeguarding page. **If you think a child is at immediate risk you can refer [here](#)** please do not wait to inform school.

I hope this helps to know who to turn to. If in doubt please ask, my door is always open.

Yours faithfully

Mrs C Berry

Head Teacher