

7 November 2022

Dear NCS families,

We are always looking for ways to improve communication and support our families and staff.

Please appreciate that colleagues in school will not be available to see you straight away if you come into school, unless there is a safeguarding issue; teachers teach for most of the day; other colleagues have busy schedules, meetings and duties. With this in mind we ask you not to come into school during the school day unless there is a genuine emergency. Parents/carers will only be seen if they have a confirmed appointment. If you wish to speak to a member of staff, please telephone reception and they will pass on the message. We will always try to get back to you within 48 hours or before.

Thank you for supporting our students and staff.

Regards,



Ms A Ramsay
Executive Head