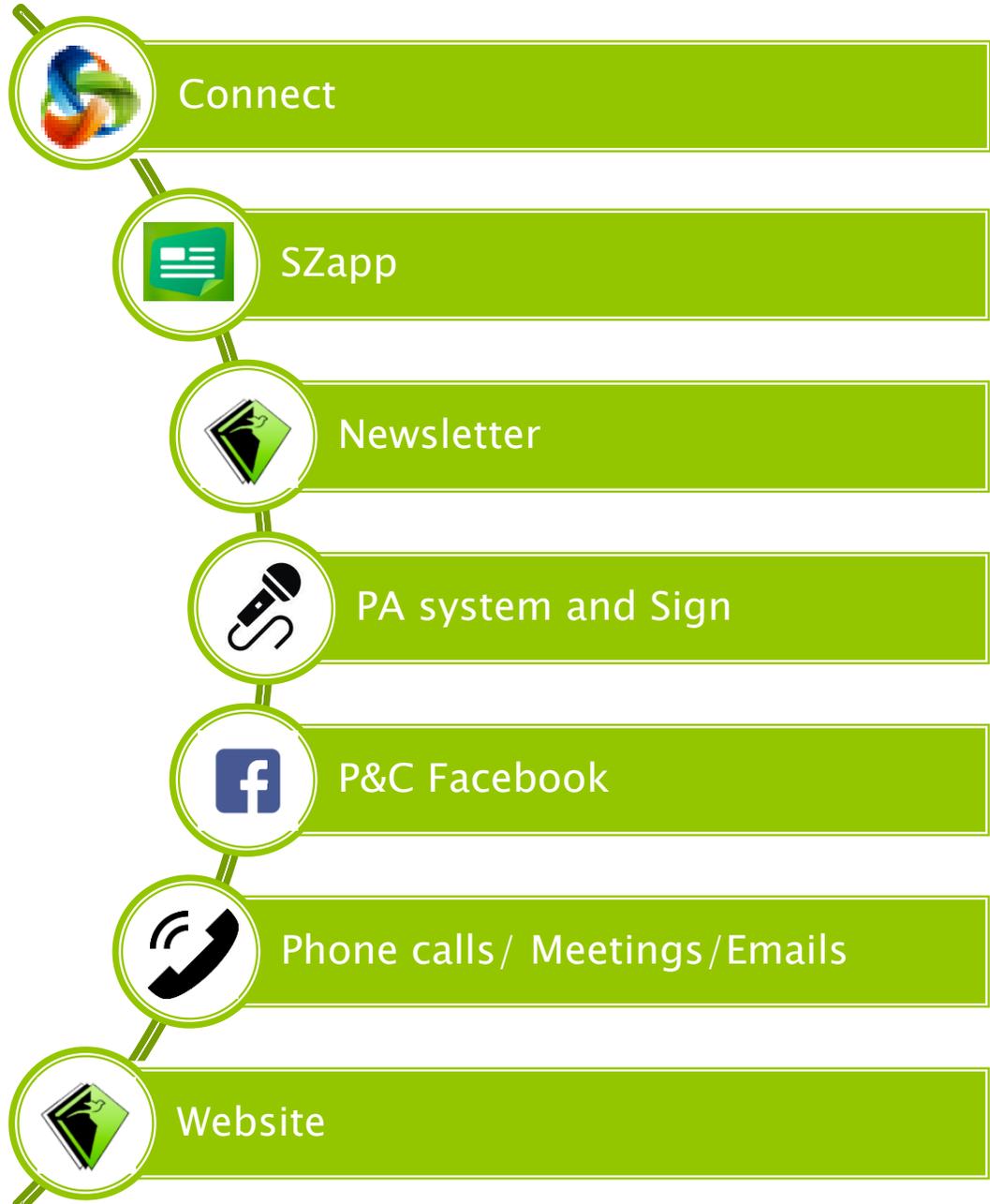


COMMUNICATION MODE



PURPOSE

<p>FAMILIES</p> <ul style="list-style-type: none"> Teachers provide emails, announcements, notes, semester reports 	<p>STAFF</p> <ul style="list-style-type: none"> Daily Bulletin Connect Library- store documents access off-site
<p>FAMILIES & STAFF</p> <ul style="list-style-type: none"> Quick links to calendar, website absentee forms and documents Push notification instant messages located in feed 	
<p>FAMILIES & STAFF</p> <ul style="list-style-type: none"> Long term summary of events-celebrating successes and advertising future events. Linked on Szapp and linked to email accounts (can be translated) 	
<p>FAMILIES</p> <ul style="list-style-type: none"> Urgent messages or reminders Can be presented in different languages 	<p>STAFF & STUDENTS</p> <ul style="list-style-type: none"> Health & Well-being/engagement messages Urgent whole-school messages
<p>FAMILIES</p> <ul style="list-style-type: none"> Advertise and remind families of upcoming event. P&C Administrators, monitored by Exec Team. 	
<p>FAMILIES</p> <ul style="list-style-type: none"> Personalised approach. Follow-up, summarise actions/ share information. 	<p>STAFF</p> <ul style="list-style-type: none"> Exec Team, Leadership Team, Year Team, Curriculum Teams. Collaborative processes
<p>WIDER COMMUNITY</p> <ul style="list-style-type: none"> Promote school and provide information to prospective and current families 	<p>STAFF</p> <ul style="list-style-type: none"> Share resources with colleagues (at other schools) Book PL events (trialing)

TIMELINESS

<ul style="list-style-type: none"> Non-urgent Access daily/weekly
<ul style="list-style-type: none"> Live, updated information Urgent messages
<ul style="list-style-type: none"> Published every 3 weeks
<ul style="list-style-type: none"> Urgent/timely as required
<ul style="list-style-type: none"> Daily/as required
<ul style="list-style-type: none"> As required
<ul style="list-style-type: none"> Non-urgent Access daily/weekly