

Communication Guide

We aim to ensure that we can get back to all queries within three working days. If you are unsure how to communicate with school, please use the enclosed guide so we can help answer your query as soon as possible.

For urgent queries please contact the main school office	01493 750431	info@acle.norfolk.sch.uk		
Wellbeing, behaviour or general progress issues	Head of Year 7 Miss Walsingham gwalsingham@acle.norfolk.sch.uk	Head of Year 8 Miss Nichols snichols@acle.norfolk.sch.uk	Head of Year 9 Miss Jarvis kjarvis@acle.norfolk.sch.uk	Head of Year 10 Mrs. Perkins gperkins@acle.norfolk.sch.uk
	Head of Year 11 Ms. John john@acle.norfolk.sch.uk			
Subject specific issues	Head of Maths Mr. Scott ascott@acle.norfolk.sch.uk	Head of English Mrs. Nethersell-Webb awebb@acle.norfolk.sch.uk Mrs Hanner nhanner@acle.norfolk.sch.uk	Head of Science Mrs. McNulty nmcnulty@acle.norfolk.sch.uk	Head of Humanities Miss Evans sevans@acle.norfolk.sch.uk History, Geography, MFL, CC
	Head of Creative Industries Mr. Green mgreen@acle.norfolk.sch.uk Product Design, Food Tech, Textiles, ICT, Computer Science & Art	Head of Performance Studies Mr. Hurren nhurren@acle.norfolk.sch.uk PE, Drama and Music		
SENDCO	Ms. Frary lfrary@acle.norfolk.sch.uk			
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Attendance	Mrs Bryant jbryant@acle.norfolk.sch.uk			
Exams	Mr. Lottering alottering@acle.norfolk.sch.uk			
Finance	Mrs Webb finance@acle.norfolk.sch.uk			
Transport	County Transport educationtransport@norfolk.gov.uk	Mrs Webb Administration Officer swebb@acle.norfolk.sch.uk		
Transition	transtion@acle.norfolk.sch.uk			
Senior leaders	Mr Newstead Vice Principal Curriculum and Quality of Education snewstead@acle.norfolk.sch.uk	Mr Bliss Assistant Principal- Safeguarding and Behaviour nbliss@acle.norfolk.sch.uk	Ms Skarin Assistant Principal Personal Development cskarín@acle.norfolk.sch.uk	Mr Sayce Director of Progress jsayce@acle.norfolk.sch.uk
Principal	Mrs Watts hwatts@acle.norfolk.sch.uk	Please ensure the above avenues of communication have been explored before contacting senior leaders		

ClassCharts instant messaging is available for contacting teachers with quick queries regarding homework or similar issues but email is the preferred method of communication for issues which may require longer to resolve.

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