School and Parent/Carer Communication

Welcome to John Watson School. We believe it is vital for the school and parents/carers to work together to ensure your child receives the very best education they can. Please read below so you understand how we can best work together to support your child.

Contact Details

Wheatley	Holton
Address: Littleworth Road, Wheatley, Oxford, OX33 1NN	Address: The Steve Drywood Building, Wheatley Park School Campus, Holton, OX33 1QH
Tel: 01865 452725 Option 1	Tel: 01865 452725 Option 2

We have whole school events on both sites at different times so please check which site events are on.

What do we need from Parents/Carers?

- To access Arbor, EfL and Google Classroom. We can offer admin support, it's very easy, there is even an App
- Up to date contact information for you and other emergency contacts
- If there is an emergency:
    - We ***must*** be able to contact someone by phone within 5 minutes
    - If your child is unwell you will need to be able to collect them from school **as soon as possible, this should be no longer than one hour**. **School transport will not be available in these circumstances.** If you do not have transport we suggest that you make a plan so you ask a friend, use a community car scheme or have some funds set aside for a taxi. Some charities may have funds available to support you financially.
- Clear information sharing: Please let us know
    - What is going well
    - The reasons for any marks cuts or bruises on your child
    - Any concerns you have
    - If you are struggling and need further support.
- Agreement to support and follow School Policies and Government Guidelines. Including advice here Is my child too ill for school?

School Communication and Progress Feedback

We have many ways of ensuring communication is effective, these are outlined below;

Daily
Home/school communication: We send our diaries electronically via Google Classroom. All students have their own gmail John Watson School login, you will be provided with the login, you must first access gmail with these details, After the initial log in you will be able to access Google Classroom directly and view what the teachers have added each day.
Half termly
Newsletters: We send a whole school newsletter once every half term, these are detailed documents with information and photographs of activities in school and information on upcoming events and school activities. They are also posted on our website under News.

Other communications and information

Arbor: We communicate with parents/carers via Arbor. Arbor makes life just that little bit easier. With one single account, you can receive information, complete forms, and make payments to any school, club, or nursery that offers the system. Accessed from your smartphone or computer, parents/carers can even share accounts and be kept up-to-date—all at the swipe of the free Arbor app**. Please ensure you can access this**

Information sharing: it is important we know how your child is at home, for example, if they have slept badly or didn't eat breakfast. If they or you are worried about anything, or they have a bruise or injury please let us know. We will communicate with you via Google Classroom or a phone call if there have been any incidents or concerns during the day.

School Meals:
Please ensure you understand the electronic process for ordering a school meal for your child, this is done via Arbor
Packed lunch: No nuts or sesame please - this is a requirement across both sites.

Website: Our website address is https://www.johnwatsonschool.org/ , it has a wealth of information about the school please ensure you can access this.

School transport: it is parents/carers responsibility to ensure children get to and from school safely. If you receive OCC school transport either directly or through an OCC contract with a taxi company please ensure they know when your child will not be using this service. If someone from another agency or a friend collects your child please ensure we have been notified.
It is parents/carers responsibility to inform OCC transport if your child does not need transport, either because your child is unwell or because they have alternative transport on that day.

NHS staff: We have support in school from the Special School Nursing Team and regular NHS therapists in school. They can be contacted via email or phone. Please call the office for contact details.

Therapists: We have Speech and Language Therapists, Occupational Therapists and Physiotherapists allocated to the school. Their contact details are in your child's Education Health and Care Plan. They are available to meet with you out of school time including the school holidays so please ask if you want more support.