

Have you got a question?

This table should help to direct you to the best person to answer it.

Is your question about a specific subject?	Is your question about more than one subject?	Is your question about something more social or personal?	Do you need to talk about a Safeguarding or Child Protection concern?
<p align="center">Stage 1</p> <p>You should speak to the subject teacher.</p> <p>They are best placed to answer your specific question.</p>	<p align="center">Stage 1</p> <p>You should speak to your child's Head of Year (HoY). They will have a full overview of your child's academic and social progress.</p>	<p align="center">Stage 1</p> <p>You should speak to your child's PL tutor (PLT). They will have a clear understanding of your child and will be able to guide you as to the best course of action.</p>	<p align="center">Stage 1</p> <p>You should speak to a member of the Success centre team.</p> <p>The members of this team will be able to direct your concern to the correct people. This will either be the Head of Year or, for very serious situations, the Designated Safeguarding Leads.</p>
<p align="center">Stage 2</p> <p>If the class teacher has not been able to help you, you should speak to the Director of Faculty (DoF). They will line manage the class teachers and will have a full overview of their subject.</p>	<p align="center">Stage 2</p> <p>If the HoY has not been able to help you, you should speak to the Assistant Principal who is in charge of achievement or the Assistant Principal in charge of SEND.</p>	<p align="center">Stage 2</p> <p>If the PLT has not been able to help you, you should speak to your child's HoY who may involve members of the Success centre team.</p>	
<p align="center">Stage 3</p> <p>If the DoF has not been able to help you, you should speak to the Senior Leader who line manages that Faculty.</p>	<p align="center">Stage 3</p> <p>If the Assistant Principal has not been able to help you, you should speak to the Vice Principal.</p>	<p align="center">Stage 3</p> <p>If the HoY has not been able to help you, you should speak to the Vice Principal.</p>	
<p align="center">Stage 4</p> <p>If the Assistant Principal has not been able to help you, you should speak to the Vice Principal.</p>			
<p align="center">Final stage</p> <p>In the event of a very serious issue or if engagement with the previous stages has not been successful, then you should speak to the Principal.</p>			

The PL Tutor and Head of Years.

	7	8	9	10	11
PL Tutors	7JO Mrs Janet Orpwood 7NM Miss N Marshall 7MA Mr James Marengi 7RB Mrs Rebecca Bradley/ Ms Kerry Isbell 7ZF Miss Zoe Francis	8AB Miss Aine Bhadrinath 8EL Miss Evangeline Laws 8GW Miss Gemma Walsingham 8RP Miss Rebecca Pyke 8TS Mr Timothy Soudain 8HA Miss Heather Armsby/ Mr James Spurgeon/ Mrs Jacqueline Crook	9AH Miss Abbie Hampson 9GB Miss Gillian Barker 9JM Mr Jason Moore 9PB Mr Pete Bate/Mrs T Doughty	10AT Mr Alex Tupper 10AW Mr Adam Ward 10KW Miss Katie Williams 10LT Mr Luke Taylor 10MT Miss Melany Trichet 10SC Mrs Susan Cullen	11IJ Mr Deen Ijaiya 11FA Mrs Ferouza Agoudji /Ms Charlotte Pawsey 11JB Mr J Boyd 11NB Mr Nick Bedford
Head of Year	Miss Hannah Colson	Ms Lisa Hodges	Mr Luke Falder	Miss Chloe Roche	Miss Merryn Cross
Senior support	Mr James Spurgeon			Mrs Jacqueline Crook	

The class teachers and Directors of Faculty.

	English- Media and Drama	Maths and Business studies	Science	Humanities – Geography, History, RE, Citizenship and Enrichment	Technology- Resistant materials, Graphics, ICT, Art and Music	Modern Foreign Languages	Health & Physical Education
Teaching staff	Miss Merryn Cross Miss Abbie Hampson Miss Lisa Hodges Miss Amy Staniforth	Mr Jason Moore Miss Hannah Coulson Mr Duncan Carmichael Mr Luke Taylor Mr Deen Ijaiya	Mr Luke Falder Miss Chloe Roche Mrs Gillian Barker Mr James Marengi	Miss Gemma Walsingham Miss Evangeline Laws Miss Rebecca Pyke Mr Duncan Carmichael Mr James Boyd	Mr Julian Moy Mr Timothy Soudain Miss Zoe Francis Miss Aine Bhadrinath Mrs Jacqueline Crook Miss Heather Armsby Mrs Jing Song	Mrs Ferouza Agjoudil Miss Melanie Trichet Mr Will Liao	Mr Luke Taylor Miss Sarah Turner Mr Duncan Carmichael Mrs Kerry Isbell Mrs Rebecca Bradley
Director of Faculty	Mr Keith Brodie	Mrs Debbie Edwards	Miss Katie Williams	Mr Nick Bedford	Mr Pete Bate	Mrs Charlotte Pawsey	Mr James Spurgeon
Senior Leadership line manager	Miss Amy Staniforth	Miss Amy Staniforth	Miss Sarah Turner	Mr Duncan Carmichael	Mr Duncan Carmichael	Miss Sarah Turner	Mr Duncan Carmichael

Designated Safeguarding Leads	Mr Duncan Carmichael – Designated Safeguarding Lead Mrs Christine Franklin – Safeguarding Manager Mrs Sheena Walker – Deputy Designated Safeguarding lead Mr Adam Ward – Deputy Designated Safeguarding Lead
Special Education Needs and Disability Coordinator	Miss Sarah Turner – Day to day responsibility Mr Duncan Carmichael – Strategic responsibility
Designated Teacher for Looked after Children	Miss Sarah Turner
Intervention and Behaviour support team	Mrs Sheena Walker – Raising Achievement Manager Mr Adam Ward (Mon, Tues, Thurs and Fri)
Attendance officer Attendance Lead	Mrs Samantha Cutts Miss Sarah Turner
Trip support	Mrs Fiona Eyles

Making contact;

School phone number – 01366 728333

Office email – office@iceni.attrust.org.uk

Staff email – firstname.surname@iceni.attrust.org.uk

Staff will endeavour to respond to your enquiry within 48 hours. Please bear in mind that the teachers will have a teaching commitment and it may not be possible to respond immediately.