WEST HOVE INFANT SCHOOL
A family of friends

HOVE JUNIOR SCHOOL
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Who Do I Contact at Hove Learning Federation?

Office Staff

Our office Staff will be able to answer most queries about the general day-to-day running of the school i.e. payments, letters, club information and general school enquiries. They will also pass messages on to other staff members.

Class Teacher

The Class Teacher will be the first person to speak to in the case of a class-based query such as a friendship issue or academic achievement. They know your child best and are here to help!

Phase / Year Leader

Our Phase / Year Leaders will support the class teachers with any queries related to the year group or phase (e.g. curriculum, organisation, year group expectations) or wider friendship concerns.

Head of School

When a concern is such that it demands the attention of a senior member of the Leadership Team, please speak to the Head of School on your site. They will communicate closely with the class teacher and support staff who work with your child to resolve your concern.

Executive Headteacher

There may be occasions when an issue is serious enough for it to be brought to the attention of the Executive Headteacher. In this instance, speak to your Head of School who will refer the issue up.

Mental Health Lead

You can refer a concern about your child's mental health directly to our Mental Health Lead using the QR code available on posters in school and on our website.

Inclusion Manager / SENDCo

If your issue relates to Special Educational Needs or Additional Needs, the Inclusion Manager or SENDCo based on your site will be the person to contact.

Learning Mentor / Family Liaison

Our wonderful Learning Mentors deal with all things pastoral and support children facing social, emotional or behaviour barriers to their learning. They may contact you directly if they are working with your child.