

21st September 2017

Dear Parents /Carers,

As the new term gets underway I wanted to take this opportunity to remind families of the importance of having open communications between school and home. At SGHS we welcome any parental communications that enable us to support your daughter to be happy and achieving well. The first point of contact for our students is their Personal Tutor. They know your daughter as well as anyone else in school as they meet every day at tutor time.

Please find attached a list of staff contact details, should you wish or need to contact specific members of staff or departments in school. Personal tutors can be contacted directly by email as per the attached list. Any queries that cannot be answered directly will be re-directed to the most appropriate place.

If a member of staff that you wish to contact is not on this list, please contact reception either by telephoning 01756 707600 or emailing reception@sghs.org.uk. Student absence can be reported directly by telephoning 01756 707610.

May I remind parents that if you intend to visit the school either for a pre-planned or for an impromptu visit, you must report to the main reception as a safeguarding precaution for our students. Reception is open between the hours of 8.00am and 5.00pm Monday to Friday during term time. Parents must not use the student entrance unless it has been opened specifically for an event, in which case this will be made clear at that time.

Thank you for your continuing support of Skipton Girls' High School.

Yours faithfully,

A. Wade

Mrs A. Wade
Head of Academy

