

To All Parents and Carers

7 May 2020

Dear Parents and Carers

I am writing to let you know we are making changes to the way your child's teacher communicates with you whilst the school is closed to most pupils. From 23 March – 8 May 2020 your child's home learning and activities have been sent via the office@brunswickpark.southwark.sch.uk email address, and you have used this address to contact your child's teacher.

This system has worked so well that the Office Staff, who handle and direct every message sent to the Office address, are becoming overwhelmed by the growing number of emails going backwards and forwards, which has meant that some messages have been unintentionally delayed or missed. So, for everyone's benefit we have streamlined communication between you and class teachers. *No changes are being made to teachers' communication with parents and carers of pupils in the Resource Base.*

From **Monday 11 May**, classes will have their own email mailbox, managed by your child's class teacher. Teachers will use it to send messages to you and send your child's home learning directly, without going through the School Office. The mailbox addresses all follow the same pattern, beginning with the class name followed by @brunswickpark.southwark.sch.uk. They are:

Nursery@brunswickpark.southwark.sch.uk
Crimson@brunswickpark.southwark.sch.uk
Scarlet@brunswickpark.southwark.sch.uk
1A@brunswickpark.southwark.sch.uk
1B@brunswickpark.southwark.sch.uk
2A@brunswickpark.southwark.sch.uk
2B@brunswickpark.southwark.sch.uk
3A@brunswickpark.southwark.sch.uk
3B@brunswickpark.southwark.sch.uk

and so on up to classes 6A and 6B.

Please check on Monday for a message from your child's teacher and the week's home learning.

Teachers will make contact again on Wednesdays and Fridays as usual. If you want to ask the teacher questions, or send images or examples of your child's work, please reply to the email and your message will go directly to the teacher.

We hope this makes contacting teachers easier and more efficient, as life is hard enough at the moment as it is, and as Tesco says, every little helps. All other communication will come via the School Office or ParentMail as usual. If you have any questions about this letter, please do not hesitate to contact me, and I wish you a peaceful and enjoyable Bank Holiday weekend.

Kind regards



Susannah Bellingham
Head Teacher



Brunswick Park Primary School
Picton Street
Camberwell
London SE5 7QH

Head Teacher
Susannah Bellingham

For additional contacts, please see
the school website

Tel: 020 7525 9033
Email: office@brunswickpark.southwark.sch.uk
Web: brunswickparkprimary.co.uk