

We want your child to be safe, happy and enjoy learning at school. If you have a concern or problem there are things you can do:

Talk to the teacher. It may be possible to resolve things with a quick word. If it needs more time an appointment can be made.

Talk to the Head of School. They are usually available at the start and end of the day for a quick word, or you can make an appointment at the office. The Head of School may suggest you meet with the Executive Headteacher.

Talk to a Governor. Governors try to attend school events when possible. You can make an appointment to speak to a governor at the office.

If you are unsure about what to do or who to approach, please ask at the school office who will be happy to advise you.

Please let us know:

Straight away if your child is ill and has to miss school (If your child has been sick or had diarrhoea they must remain off school for 48 hours after the last incident).

As soon as possible if you are delayed at the end of the day or someone different is collecting your child so we can keep your child safe.

In advance if you need to take your child to a medical appointment—please ensure you provide proof of an appointment.

In advance if absence due to a holiday in term time is unavoidable—please ensure you fill in a holiday form.

Straight away of any changes in your contact details—we need to ensure these are kept up to date in case we need to contact you quickly.



Home School Agreement

At the Care Federation we recognise each pupil as an individual and aim to give all pupils every opportunity to reach their full potential. For children to achieve their best there needs to be a strong partnership between home and school. We must all recognise our responsibilities within this partnership. In this leaflet we set out our expectations for ourselves, our pupils and their families.

Sparhawk: Tel: 01603 406406
www.sprowstonsparhawk.norfolk.sch.uk
officeSP@carefed.org.uk
Spixworth: Tel: 01603 898483
www.spixworth.norfolk.sch.uk
officeSIS@carefed.org.uk
Woodland View: Tel 01603 898483
www.woodlandview.norfolk.sch.uk
officeWV@carefed.org.uk
Executive Headteacher: Ms H Jordan

At The CARE Federation we will:

Uphold the values of the school—
Community, Achievement, Respect and
Excellence.

Provide a safe, secure and caring
learning environment, including
through safe and secure use of the
internet.

Respect the rights of all children and
encourage children to respect the rights
of others.

Provide a broad, balanced and enriched
curriculum that meets the needs of the
children and the national curriculum.

Involve and include you as much as
possible in your child's learning,
achievements and next steps.

Have clear and consistent policies and
procedures.

Contact families as soon as possible
about any concerns we have about
your child.

Promote good attendance and
punctuality.

Signed: 
Executive Headteacher

We expect that your child will:

Uphold the values of the school.

Try their best in all that they do
even when they find things
difficult.

Listen carefully to instructions.

Tell a member of staff if they have
any worries or concerns.

Respect the rights of others as well
as themselves.

Know how to stay safe and keep
others safe including on the
internet.

Behave in an appropriate manner
at all times, both on the
playground and in the classroom.

Take care of our school and the
things we have and use within it.



We ask that you, the family will:

Uphold the Values of the school.

Ensure your child attends school
regularly and on time and that we are
notified in the event of absence.

Respect the rights of other adults and
children and encourage your child to do
the same.

Read with your child and support other
homework activities regularly.

Attend parent's meetings and other
events in school as often as possible.

Share any concerns or problems with
staff.

Support school policies and procedures.

Support your child to be healthy and
safe including their internet use.

Stay informed and up-to-date with the
school community by regularly reading
notices, newsletters, the school website
and emails.

Inform the school immediately of any
changes to emergency contacts details.

Signed
Parent/Carer