

Contacting school and contacting your child at school

It is important to us all at WMA to respond to any queries or concerns parents and carers may have in a timely manner. If you need to contact the school, please use the following contact details. We hope that the following information offers additional clarity on who to contact and how. Further details can also be found on our website: [Whitcliffe Mount, A SHARE Academy - Contacting School](#)

Individual teaching subject enquiry	Pastoral enquiry
<u>Who to approach:</u> 1 st : Your child's subject teacher 2 nd : The Subject Leader for the Subject	<u>Who to approach:</u> 1 st : Your Child's Personal Development Tutor 2 nd : Your Child's Head of Year 3 rd : SLT Link

General contact with the school (or if you do not know an email address for a member of staff)

Please ring Reception on 01274 851152

Please note that staff will try to get back to you as soon as possible but will always prioritise safeguarding and their teaching and planning commitments first, unless the issue is an emergency. I'm sure you will understand that staff are also not obliged to read or respond to emails/phone messages before or after normal working hours, at weekends or during holidays and therefore we have a [48-hour working response policy](#).

Share Your Appreciation

Please use the following form: '[Share Your Appreciation](#)' to **thank** individual staff members and/or departments.

Contacting your child at school

If you need to contact your son/daughter during the day, please call Reception on 01274 851152 and we will pass the message on. ***Please do not call/text your child(ren) on their mobile phone(s) as this is disruptive to learning and may put your child in conflict with a member of staff as it is against our behaviour policy, including during break and lunchtimes. We thank you for your support with this matter.***

Our approach to students' use of mobile phones is as follows:

Before entry to school building: phones turned off and put away in school bags throughout the school day.

After exit of school building: phone can be taken out of school bags and turned on after leaving site.

In circumstances when your child needs to make a call home or elsewhere, they should [report to school reception](#) or [speak to their Head of Year during break or lunchtime](#) where they will be supervised using a school landline. Please be aware that the school cannot be held liable for losses or damages of personal mobile phones. If phones are found on or being used, they will be removed from the student.

Subject Enquiries - Subject Leaders (please use the first point of contact in the first instance)

1st point of contact: Your Child's Subject Teacher

2nd point of contact: The Subject Leader for the Subject

Art	Miss Young	mary.young@sharemat.co.uk
Business	Mr C Elstub	chris.elstub@sharemat.co.uk
Computing	Mr C Elstub	chris.elstub@sharemat.co.uk
English	Mrs R Hardy	rachael.hardy@sharemat.co.uk
Design Technology	Miss E Collins	emma.collins@sharemat.co.uk
French	Mrs B Sykes	bernadine.sykes@sharemat.co.uk
Humanities	Miss L Newham	lucy.newham@sharemat.co.uk
Health & Social and Child Development	Miss S Oldfield	stacey.oldfield@sharemat.co.uk
Learning for Life	Miss K Taylor	keem.taylor@sharemat.co.uk
Mathematics	Mr M Ward	mike.ward@sharemat.co.uk
Performing Arts and Music	Miss R Lenk	rebecca.lenk@sharemat.co.uk
Physical Education and Sports Science	Mr M Hartley	matthew.hartley@sharemat.co.uk
Princes Trust	Mr P Woolford	paul.woolford@sharemat.co.uk
Science	Mr J Waddington	joseph.waddington@sharemat.co.uk
Spanish	Mrs V Fernandez-Rios	vanesa.fernandez@sharemat.co.uk
SENDCo	Mr C Clark	Callum.clark@sharemat.co.uk
Assistant SENDCO	Mrs J Hobson	Jane.hobson@sharemat.co.uk
ETA team (if your child is on our SEND register and has a keyworker)	ETA team (where your email will then be directed)	Wma.eta@sharemat.co.uk

Pastoral enquiries (please use the first point of contact in the first instance)

1st point of contact: Personal Development (PD) Tutor

2nd point of contact: Head of Year (HOY)

3rd point of contact: Senior Leadership Team (SLT) Link

YEAR 7

PD Group	1 st : PD Tutor	Email
7Clough1	Mr D Quirk	daniel.quirk@sharemat.co.uk
7Clough2	Mr A Nightingale	alex.nightingale@sharemat.co.uk
7Grylls1	Mrs N Agrawal	neha.agrawal@sharemat.co.uk
7Grylls2	Mr P Woolford	paul.woolford@sharemat.co.uk
7Mowat1	Mr N Eyes	nick.eyes@sharemat.co.uk
7Mowat2	Mrs B Sykes	bernadine.sykes@sharemat.co.uk
7Wadsworth1	Mr I Mitchell	isaac.mitchell@sharemat.co.uk
7Wadsworth2	Mr G Ruston	george.ruston@sharemat.co.uk
7Whiteley1	Mr S Cole	sam.cole@sharemat.co.uk
7Whiteley2	Miss V Fernandez-Rios	vanesa.fernandez@sharemat.co.uk

Year 7	2 nd point of contact: HOY	3 rd Point of Contact: SLT Link
	Miss N Donaldson natasha.donaldson@sharemat.co.uk	Miss K Starkey kelly.starkey@sharemat.co.uk

YEAR 8

PD Group	1 st : PD Tutor	Email
8Clough1	Mr A Hussain	atif.hussain@sharemat.co.uk
8Clough2	Mrs A France-Smith	autumn.france-smith@sharemat.co.uk
8Grylls1	Mr B Raynor	benn.raynor@sharemat.co.uk
8Grylls2	Miss L Squires	lucy.squires@sharemat.co.uk
8Mowat1	Mr T Booth	tom.booth@sharemat.co.uk
8Mowat2	Mr S Floyd	samuel.floyd@sharemat.co.uk
8Wadsworth1	Mrs C Anchor	clare.anchor@sharemat.co.uk
8Wadsworth2	Mr M Hartley	matthew.hartley@sharemat.co.uk
8Whiteley1	Miss M Williams	meganR.williams@sharemat.co.uk
8Whiteley2	Miss O Hodges	olivia.hodges@sharemat.co.uk

Year 8	2 nd point of contact Head of Year	3 rd point of contact: SLT Link
	Miss P Johnson paris.johnson@sharemat.co.uk	Mrs H Stubbins helen.stubbins@sharemat.co.uk

YEAR 9

PD Group	1 st : PD Tutor	Email
9Clough1	Mrs C Ewen	ceri.ewen@sharemat.co.uk
9Clough2	Mr M Mason	matthew.mason@sharemat.co.uk
9Grylls1	Mr J Lally	jagtar.lally@sharemat.co.uk
9Grylls2	Mrs R Hinchliffe	rachel.hinchliffe@sharemat.co.uk
9Mowat1	Mr A Cranfield	adam.cranfield@sharemat.co.uk
9Mowat2	Mr S Frakes	stephen.frakes@sharemat.co.uk
9Wadsworth1	Ms S Oldfield	Stacey.oldfield@sharemat.co.uk
9Wadsworth2	Miss S Bibi	sadiyah.bibi@sharemat.co.uk
9Whiteley1	Ms F Sidat	fiz.sidat@sharemat.co.uk
9Whiteley2	Mrs S Redfern	sarah.redfern@sharemat.co.uk

Year 9	2 nd point of contact: Head of Year	3 rd point of contact: SLT Link
	Mrs L O'Brien lynn.obrien@sharemat.co.uk	Mr C Elstub christopher.elstub@sharemat.co.uk

YEAR 10

PD Group	1 st : PD Tutor	Email
10Clough1	Ms A Vocki	anastasia.vocki@sharemat.co.uk
10Clough2	Ms C Heywood	claire.heywood@sharemat.co.uk
10Grylls1	Miss A White	ashleigh.white@sharemat.co.uk
10Grylls2	Mrs R Geldart	rachel.geldart@sharemat.co.uk
10Mowat1	Miss H Lawson	harriet.lawson@sharemat.co.uk
10Mowat2	Ms C Hall	cassie.hall@sharemat.co.uk
10Wadsworth1	Ms R Dulthoit	rachel.dulthoit@sharemat.co.uk
10Wadsworth2	Mr J Buckley	joe.buckley@sharemat.co.uk
10Whiteley1	Miss A Lee	amelia-jo.lee@sharemat.co.uk
10Whiteley2	Mr W Woodruff	william.woodruff@sharemat.co.uk

Year 10	2 nd point of contact: Head of Year	3 rd point of contact: SLT Link
	Miss R Spencer rachel.spencer@sharemat.co.uk	Mr C Clark callum.clark@sharemat.co.uk

YEAR 11

PD Group	1 st : PD Tutor	Email
11Clough1	Miss S France	sophie.france@sharemat.co.uk
11Clough2	Ms A Parrott	amelia.parrott@sharemat.co.uk
11Grylls1	MS M Young	mary.young@sharemat.co.uk
11Grylls2	Mrs S Kilner	suzanne.kilner@sharemat.co.uk
11Mowat1	Miss E Collins	emma.collins@sharemat.co.uk
11Mowat2	Miss L Bassett	lindsey.bassett@sharemat.co.uk
11Wadsworth1	Ms J Scott	julie-ann.scott@sharemat.co.uk
11Wadsworth2	Mr M Cooke	mason.cooke@sharemat.co.uk
11Whiteley1	Ms H France	heidi.france@sharemat.co.uk
11Whiteley2	Mr S Reid	simon.reid@sharemat.co.uk
Inspire	Mrs C Oates & Mrs Richardson	claire.oates@sharemat.co.uk johanna.richardson@sharemat.co.uk

Year 11	2 nd point of contact: Head of Year	3 rd point of contact: SLT Link
	Miss A Young alice.young@sharemat.co.uk	Mr J Loxam joseph.loxam@sharemat.co.uk

If you have any safeguarding queries or concerns, please contact:

- Designated Safeguarding Lead (DSL): Mrs K Pilling :kelly.pilling@sharemat.co.uk
- Deputy Designated Safeguarding Lead (DSL): Mrs P Peake :pamela.peake@sharemat.co.uk

We hope that the above communication list above gives you clarity as to where to field your query. However, should you feel as though your query has not been resolved, please refer to our [Complaints Policy](#).