



### Communications Chart

Level of Enquiry	Starting point	Escalation 1	Escalation 2	Escalation 3	Escalation 4
Subject/Classroom issue	Class Teacher	Head of Department/ Head of Faculty	Deputy Headteacher	Headteacher	Governing Board
Pastoral/health related/ uniform etc	Form Tutor	Head of House	Senior Middle Leader: Behaviour	Headteacher	Governing Board
Teacher (considered easy to resolve)	Teacher Concerned	Head of Department/ Head of Faculty	Assistant Headteacher: Curriculum	Headteacher	Governing Board
Teacher (considered more difficult to resolve)	Subject Leader/Head of Faculty	Assistant Headteacher: Curriculum	Deputy Headteacher	Headteacher	Governing Board
Support staff	Support Staff Concerned	School Business Manager	Headteacher		Governing Board
Special Educational Needs	Class Teacher or Form Tutor	Associate Assistant Headteacher: SENDCO	Headteacher		Governing Board
Behaviour in class	Class Teacher or Form Tutor	Head of House	Senior Middle Leader: Behaviour	Deputy Headteacher/ Headteacher	Governing Board
Non- classroom behaviour	Form Tutor	Head of House	Senior Middle Leader: Behaviour	Deputy Headteacher/ Headteacher	Governing Board

Faculty	Departments within faculty
Communications Faculty <b>Head of Faculty:</b> Ms V Bartlett	English, Modern Foreign Languages, Drama & Media Studies
Expressive Arts Faculty <b>Head of Faculty:</b> Ms R Gowreesunker	Art & Music
Humanities Faculty <b>Head of Faculty:</b> Mr J Williamson	History, Geography & Religious Education
Physical Education & Outdoor Pursuits Faculty <b>Head of Faculty:</b> Mr L Milton	Physical Education & Outdoor Pursuits
Mathematics and Computing Faculty <b>Head of Faculty:</b> Mr G Jones	Mathematics, ICT & Computing
Science and Technology Faculty <b>Head of Faculty:</b> Mr R Hodgetts	Science & Technology