



Date: 28 Aug 2024



Dear Year 1 Families,

I hope this message finds you well and your children are enjoying their school life at KJS. As we progress through the school year, I want to take a moment to revisit an important guideline we shared at the start of the year regarding how to handle reports or incidents involving our students.

We understand that children are naturally expressive and will often share their day-to-day interactions with you. While it is important to listen to them, it is equally important to handle any concerns about these reports through the appropriate channels. We strongly advise against contacting other families or parents directly to discuss incidents that your children report. This approach ensures that all parties receive accurate and constructive information, preventing misunderstandings and promoting a positive environment for our children.

#### **Why Contact School Staff First?**

**Clarity and Accuracy:** Teachers and school staff are present during school hours and are knowledgeable about the day's events and the context in which they occur.

**Handling of Situations:** Our staff is adept at managing and resolving conflicts or issues effectively and respectfully. We aim to work with the students involved first and teach them the skills needed to resolve conflicts on their own.

**Confidentiality and Sensitivity:** Addressing concerns through the school respects the privacy and dignity of all students and families involved.

#### **Our Commitment to You**

At KJS, we are proactive in addressing issues that arise during school hours. We want to reassure you that if there is anything significant that needs to be communicated to families, we will not hesitate to reach out directly. Our goal is to ensure that all students have a safe and nurturing learning environment.





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### **Action Steps for Parents**

If your child shares something with you that is concerning:

**Contact the Teacher:** Reach out to your child's teacher, who can provide you with the necessary context and information.

**Follow Up:** If further action is needed, the teacher will speak with the appropriate children, and families as necessary, to ensure a comprehensive response.

By adhering to these guidelines, we maintain a cohesive, respectful, and supportive community for all our families and staff. Thank you for your cooperation and understanding in fostering a positive school climate.

Should you have any questions or need further clarification, please feel free to contact your child's teacher or the school office. We are here to support you and your child throughout their educational journey at KJS.

Warm regards,

Dawn Doucette

