

Snapshot of Methods of Communication currently in use in GETNS

Sept. '22

Effective communication between home and school is an essential part of our school. In accordance with the ethos of an Educate Together school, we endeavour to keep respect for each other at the centre of what we do and in all communication.

Below is a snapshot of some of the methods of communication currently in use in GETNS.

Method of communication:	Comment
Phone calls	<ul style="list-style-type: none">● Parents can email the class teacher or office to request a phone call from staff indicating the purpose of the call.● Any phone calls should be made at an agreed time during 8.30 am - 3.00pm● Staff are requested not to share personal phone numbers with parents or children.
Email <i>(Please see the Class Email Policy)</i>	<ul style="list-style-type: none">● Parents can email the class teacher for the purposes of informing the teacher of absence, illness, any relevant information that will have a bearing on a child in school. (Please note, Aladdin Connect is a better format for this)● Email will primarily be used for information sharing purposes only.● Staff can send emails to parents either through Aladdin, or using their own/class email address during working hours or using the schedule send function.● Email will not be used for purposes that involve a discussion or emails to and fro.● Parents can email to request a phone call/meeting with teacher

Meetings	<ul style="list-style-type: none"> ● Parents can request a meeting clearly indicating the purpose of the meeting. ● To help our community reconnect again after the pandemic we are hoping to hold parent teacher meetings in person this year. ● In certain circumstances, we will facilitate meetings via online platforms such as Zoom/ Google Meet. <ul style="list-style-type: none"> ○ Please note that some meetings may be best suited to onsite meeting. <p style="text-align: center;">Guidelines for online meetings: <i>Recording of a meeting is not permitted</i> <i>Cameras should be on so attendees are visible.</i> <i>To minimize background noise, please make sure you mute your microphone when you are not speaking.</i> <i>Attendees by invite from the facilitator only</i></p>
Communication Books	<ul style="list-style-type: none"> ● Teachers will contact some parents and identify an appropriate method of communication for some individual children.
What's App	<ul style="list-style-type: none"> ● WhatsApp is used in very limited circumstances <i>(Should only be used for essential medical or emergency communication)</i>
Teaching & Learning Platforms	<ul style="list-style-type: none"> ● Classes will continue to use online platforms - Junior Infants to 2nd class - Seesaw; 3rd to 6th Class Google Classrooms
School Website	<ul style="list-style-type: none"> ● A new website is currently being developed. ● In the interim, we are using a scaled back version of our old website. ● Blogs will be accessed from the website and will offer a glimpse of school life.
Facebook & Twitter	<ul style="list-style-type: none"> ● Infrequent & limited use
Parent Teacher Meetings	<ul style="list-style-type: none"> ● Usually held at the End of Nov/ Early December ● Invite will be offered for in person but zoom & calls will be facilitated if requested and if appropriate.
Blogs	<ul style="list-style-type: none"> ● New this year. This is now used instead of newsletter. ● Blogs will be accessed on the School Website. They will offer snippets from school life & news from the office
School Reports	<ul style="list-style-type: none"> ● Annual School Written Reports shared through Aladdin Connect since June '22
Aladdin Connect -	<ul style="list-style-type: none"> ● Parents are asked to download the app. ● Aladdin Connect is used for texts, emails from school, payments, information share. (Rolled out term two 2021 - 2022 & further developed 2022 - 2023)