



"Growing together at the heart of God's community"



Glazebury C.E. Primary school

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Dear Parents and Carers,

Ref: Class communications

As a school community we really try to be as open as we can, and know good communication is vital for us all in what are exceptional busy lives. As Head Teacher I also have to balance this with the well being and workload of our teachers and staff at Glazebury CE Primary school.

Recently I have become more aware of an increasing trend in sending emails to all staff at late hours of the night and into the early hours of the morning. This is causing a disruption to staff well-being whilst at home. I recognise that this may be because this is the only time that as parents you can communicate due to your own work life commitments.

With that in mind I respectfully request that all email communication if written after 6pm be "delayed delivery" from your messaging system, staff will be able to then pick up in the morning. This will help provide staff with much needed work life balance and mental well-being, whilst still addressing concerns and questions.

Alternatively, please remember how responsive our class dojo system is and how it is a great way for all to keep up to date with your child's class activities. It also allows parents to share concerns and notices with teachers that are not covered by our newsletter, or website.

Please know that all staff set "**Quiet Hours**" to the system on their class page, this is to again support staff well-being and their mental health. Many staff are sometimes responding late into the night because they care and want to be supportive. The quiet hours will be set from:

5pm to 8am weekdays and all weekends and holidays.

This **does not mean you will not be able to message**, however, it will mean that staff will respond **from 8am to 5pm** and in some cases this may mean messages are responded to the next working day. Please remember that absence is still reported via the school office. As always your understanding is appreciated and your support vital in all we do.

Kind Regards

Mrs K Mowbray

Head Teacher