

EASY STEPS

To contact the correct St. Ignatius member regarding your child's wellbeing

# HOW TO COMMUNICATE EFFECTIVELY WITH YOUR SCHOOL



## What is your concern?

Your child's:

Academic Achievement

Classroom/Playground Wellbeing

Social/Emotional Wellbeing

### STEP 1: Class Teacher

If you are NOT happy with the result

### STEP 2: SCHOOL PRINCIPAL

Mrs. Vicki Bourne-Fallon

How do you make contact?

1. A NOTE with your child
2. EMAIL-  
admin.bourke@wf.catholic.edu.au
3. CALL THE OFFICE-  
(02) 6872 2475

*At St. Ignatius, we value and build the partnership between all members of our community with effective communication. This is a practical guide to facilitate this process.*

#### SACRAMENTAL PROGRAM



Religious Education Coordinator: *Mrs. Lauren Magnus*

#### SPORT



Sport Coordinator: *Miss Hayley Smith*

#### CANTEEN



Canteen Manager: *Mrs. Faye Bowden*

#### P&F



President of P&F: *Mrs. Kelly Lienesch*

Email: *stignatiuspandf@gmail.com*

#### FUNDRAISING



President of P&F: *Mrs. Kelly Lienesch*

#### UNIFORMS



Administration: *Mrs. Paula Parry & Miss Nakitah Morison*

#### FINANCES



Administration: *Mrs. Paula Parry*

#### Email:

*admin.bourke@wf.catholic.edu.au*

#### Phone:

*(02) 6872 2475*

*Or you may send a note in with your child*