

Shinfield Infant and Nursery School School Green, Shinfield, Reading, RG2 9EH Phone: 0118 9883389 e-mail: <u>admin@shinfield.wokingham.sch.uk</u> Website: <u>www.shinfieldschools.co.uk</u> Headteacher: Mrs Amanda Turner BA PGCE NPQH



## **Polite Notice**

If you wish to make a complaint about a school matter, please follow the school complaints procedure, a copy of which is available on request.

Please remember that we are willing to help you and work with you in the best interest of the all concerned.

Violence, threatening behaviour and abuse against school staff or other members of the school community **will not** be tolerated.

All members of the school community have a right to expect that their school is a safe place in which to work or learn.

Should anyone breach school policy in these areas we will have no alternative but to seek legal advice with the intent of preventing a perpetrator from entering the school grounds.

> Thank you for your support. A Turner Headteacher