

## ***SHARING CONCERNS, QUESTIONS OR SUGGESTIONS WITH THE SCHOOL***

### **CONTACT YOUR CHILD'S TEACHER**

If your concern, question or suggestion is to do with your child's class, the best person to contact first is their teacher. So that you can have an uninterrupted conversation, it's best to book a time to meet. Teacher emails are found on the school website under the *Our People tab*.

You could also phone the office to contact the teacher, or leave a message (478-7155)



### **CONTACT THE DEPUTY PRINCIPAL or SYNDICATE LEADER**

You may decide that a member of the school leadership is the best person to hear your concern, question or suggestion. You can contact:

Simon Flockton (Deputy Principal)  
Annette Blackley (Special Ed Leader, AP)  
Michelle Tietjens (Junior Year 2 Leader)  
Megan Blackwell (Junior Year 1 Leader)  
Stephanie Whiteman (Middle Leader)  
Karen Black (Senior Leader)

[simon.flockton@johnsonville.school.nz](mailto:simon.flockton@johnsonville.school.nz)  
[annette.blackley@johnsonville.school.nz](mailto:annette.blackley@johnsonville.school.nz)  
[michelle.tietjens@johnsonville.school.nz](mailto:michelle.tietjens@johnsonville.school.nz)  
[megan.blackwell@johnsonville.school.nz](mailto:megan.blackwell@johnsonville.school.nz)  
[stephanie.whiteman@johnsonville.school.nz](mailto:stephanie.whiteman@johnsonville.school.nz)  
[k.black@johnsonville.school.nz](mailto:k.black@johnsonville.school.nz)



### **CONTACT THE PRINCIPAL**

If you have talked to the teacher and/or Deputy Principal, but need to have a discussion with the Principal; or if you have a serious concern, then please contact Basil Ziogos, Principal.

[principal@johnsonville.school.nz](mailto:principal@johnsonville.school.nz) or 478 7155



### **CONTACT THE BOARD of TRUSTEES**

If you are not satisfied with the response from the above staff, then the Board of Trustees can be contacted, through the Board Chair. The BOT Chair is Lucy Saunders.

[bot@johnsonville.school.nz](mailto:bot@johnsonville.school.nz)

**PLEASE NOTE:** This flow chart is to guide the sharing of concerns, questions or suggestions. Formal complaints should be made by following the school's FORMAL COMPLAINT PROCEDURE (available from the school's office).