
Parent Handbook

Created by the Friends of Felsted, your
Parents' Association



BRINGING PARENTS TOGETHER

4th Edition

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Welcome to Felsted Prep School

This Parent Handbook has been produced by the Friends of Felsted Committee, your Parents' Association at Felsted Prep School. It was developed from a discussion at one of our Committee meetings about how useful it would be to have a set of parent 'crib sheets'.

We hope that this Parent Handbook is helpful to you as you start your journey at the School.

If you have any suggestions about additional topics to cover, or (even better) would like to write up an additional topic, please do let us know. Our email address is: friendsoffelstedprep@gmail.com

Friends of Felsted

Your Parents' Association

BRINGING PARENTS TOGETHER

Key Information for Parents

and how to find it

The School Calendar

The School Calendar is available online by the start of the academic year. This is your first port of call for all event announcements taking place during the upcoming year and is published on the [School website](#). When updates are made throughout the year these are communicated via email and the weekly newsletter.

The Calendar contains useful information such as: telephone numbers, names of staff and email addresses, Form Tutors, Year Representatives, useful postcodes of other schools, dates of Sunday Chapel Services & Parent/Teacher meetings, Exeat weekends (no Saturday school), regular activities, sports fixtures, duty league, term dates for the next year, the weekly timetable, and many other details.

The School Newsletter

The School sends out a newsletter every Thursday during term time, at approximately 5:30pm. It will be automatically sent to the email address that you first registered with the School when applying. Do take the time to read this - and if you read nothing else in the newsletter, check the 'Calendar updates' section, which can include some fairly important changes to the calendar, e.g. cancelled matches.

If you want to change the email address that is used for this, or if you have not received the Newsletter email please contact the School and they will be able to update your information. Please add hmsprep@felsted.org to your address books to ensure you receive the weekly email.

If you don't want to receive the newsletter, or if you want to stop receiving it on a particular email address, just click the 'unsubscribe' link on the newsletter email. If you think you have unsubscribed by mistake, please email marketing@felsted.org.

Class Reps and Classlist

From time to time, you will also receive information directly from your Class/Year Rep, or via our Classlist system. We have separate sections in this handbook on both of these topics.

Reminders

Lower down the School, there will be stickers in the children's books with important reminders. As your child progresses through the School, these will gradually stop; this is part of the School's ethos of teaching children the importance of personal responsibility. For certain occasions, the School will send email reminders and/or instructions, but this will only be for 'big' events.

Every parent has the information readily available to them to keep up to date with what is happening and when in the term calendar. Please do not assume that your Class Rep will issue reminders; there may be some cases when a Class Rep will send these but will be in exceptional cases rather than the norm.

Campus Map

We have a large site shared between Felsted Senior and Felsted Prep School and you may find that some activities occur over the road, rather than on the Prep school site. It is useful to know where various buildings or sports facilities are, so a Campus Map is found on [the School website](#), where a downloadable version is also available.

Your Class Rep

The Basics

Every class in the School has its own Class or Year Rep(s). Other than in exceptional circumstances, your Class rep will be a parent with a child in the same class. The name of your Class Rep can be found in the School calendar.

The Role of your Class Rep

The key role of your Class Rep is to welcome you and fellow new parents to the School, and help you settle in. For the key entry years into the School (Reception, Year 3 and Year 7), your Class Rep will often have been in touch before the start of the Autumn term to organise a coffee or other 'get to know you' meeting shortly before the start of the academic year. Class reps in other year groups may also organise these. However **your Class Rep will only be able to contact you if you have registered with our Classlist system and entered your child(ren)'s details** - so if you want to have the opportunity to participate in class get togethers, either before or during the school year, please ensure you have done this.

Your Class Rep will usually organise occasional get-togethers during the School year. These may be coffee mornings, evening socials or anything in-between. In some year groups these get-togethers are done on a cross-year basis, involving all the classes; in other year groups, they are class-specific.

A couple of times a year, your Class Rep will likely ask the class parents to contribute towards a gift for the class teacher/form tutor and class/form group teaching assistants. Typically this will be in the second half of the Autumn term for Christmas gifts, and in the second half of the Summer term, for end-of-year gifts. Contributions are by no means compulsory and some families prefer to do their own thing.

From time to time, your Class Rep will also circulate specific reminders, requests for help, requests for donations and similar, which they have been asked to circulate by the School and/or the Parents' Association. We really appreciate everyone's generosity in responding to these requests and our parents have been very generous over the years.

If you have any queries about School life, do feel free to approach your Class Rep and ask their advice. Some queries will be best dealt with by your child's class teacher/form tutor but if you are unsure whether this is the right course to take, please speak to your Class Rep who is there to support you.

Please remember....

Your Class Rep is...

- a volunteer; and
- a fellow parent.

Our Class Reps are very special by volunteering to give up some of their time to perform the Class Rep role and we as a Parents' Association are extremely grateful to them.

Classlist

our parent contact system

What is Classlist?

Classlist is a web and app-based parent contact system. It was designed by two mums, specifically with school parents in mind, when they became frustrated by the limitations of the traditional approach of class contact lists used by their childrens' schools.

We currently have parents of over 99% of children in the School registered with Classlist.

You can see a demonstration of Classlist and read more about it on the website at www.classlist.com.

It helps your Class Reps communicate quickly and easily with the class. Classlist operates on an 'opt in' basis so that only those contact details that you are happy to be shared with other parents in your year group are available to others. You can manage what information you share via your profile page on Classlist.

How do I sign up to Classlist?

Shortly before your child is due to start at the School, you will receive an email from Classlist inviting you to register. This is sent by our Admissions Department. Please click on the link in that email and follow the instructions. **Please ensure you enter, at a minimum, your child's name as part of the registration process** - without this, Classlist will consider you as an 'incomplete registration' and the system will not work properly for you.

If you cannot find your initial email invitation, you can also register via Classlist directly on the website: search for Felsted Prep (if the system asks for a 'school keyword' or similar, it means "what school are you looking for?"), then follow the instructions on the screen to register.

There is a Classlist app available for your smartphone, for both iOS and Android systems. We recommend downloading the app to your smartphone, to get the most out of the Classlist system.

Important: after registering, please check 'App notifications' and 'Email notifications' under your profile to ensure you receive announcements, event notifications and messages by ticking the relevant boxes for both 'Year/Class Group Activity' and 'Whole School Activity'. You may not wish to receive the 'Daily Digest' or 'Weekly Digest' emails so please un-check these to avoid receiving too many messages.

Other Classlist features

Private messaging

You can communicate with any parent in any year group directly via the 'private message' feature - conversations occur within the app, so no private contact information is visible. You can send private messages to just one parent, or to multiple parents (up to eight) on the same message.

Events and Announcements

Classlist has an 'Events & Parties' feature, which you can use to send out invitations to a birthday party or charity event, for example. Friends of Felsted uses the 'Announcements' function to send information regarding upcoming events that may interest you. If you do not have 'Announcement' notifications ticked under your profile you may not find out about these events in a timely manner.

Marketplace

The marketplace feature is like a small ads column. Any posts in there are collated by Classlist into an email that is sent to parents once a week. **Please don't advertise your business or other commercial venture via Marketplace** (see the Guidelines section below). There is also a 'lost and found' category in Marketplace.

Parent Map

This is an optional feature. If you opt in, your name and address are visible to other users on a map, with pins showing roughly where you live - the system is pretty accurate but not 100%! This can help if you are looking for people to share the school run with. Note: there may still be other parents near you, not all parents choose to opt in to this feature.

Using Classlist - Guidelines

When registering with Classlist there are certain guidelines that all users should adhere to. <https://help.classlist.com/hc/en-us/sections/115000859532-Communicating-on-Classlist> is a useful information page, giving more information on how to use the different functions.

In brief summary:

- **please do not use Classlist for marketing or professional purposes** - there is a 'Marketplace' feature available, where we are happy for you to post non-commercial small ads, e.g. if you're having a clear out, or want to let people know of an upcoming charity event. Please use only the Marketplace feature and not general class posts for these purposes.
- we hope this goes without saying but please **do not share contact information without specific consent**.
- **Classlist is not a personal social media replacement** - please don't use it as such. The key feature of Classlist is to have parents' contact details at your fingertips, and to enable your Class Reps and parents association to communicate easily with your class/year. Always consider contacting another parent directly, including via a private message in the Classlist system, rather than reaching out in a post.
- the Marketplace feature in **Classlist includes a lost & found category**. Please use this feature when putting out lost property requests, if you want the request to go further than your class. Please do remember that the School has a lost property facility, and check this before assuming that items are lost - see further in the 'Other Useful Info' section in this handbook. If your child returns home with missing uniform please ask them to look for this first, before sending out a message to other parents.

We are able to monitor posts and will delete any that we think aren't suitable. If you do see a post that you feel shouldn't be there and/or that breaches our guidelines, please let one of the ambassadors know (details on the 'School Profile' page on Classlist), or click on 'more' on the specific post to report it to us.

What happens with Classlist for a new School year?

After every academic year, over the summer holiday, the Classlist ambassadors for the School will work together with the School to update the classes and year groups for the new academic year. This won't happen straight away but will be completed before the start of the new academic year. **There is no need for you, as a parent to update your child's year or class within Classlist to reflect the new academic year** - this will all be taken care of centrally.

Adding another child to Classlist

If you are already registered with one child and then another joins the School subsequently, you will need to add the 'new' child via 'My Profile' on Classlist. This is important as we are unable to do this ourselves.

What happens with Classlist when my child leaves the School?

We maintain 'alumni' categories within Classlist for each academic year so we do not automatically remove your registration. You may wish to de-register yourself from Classlist after your child has left Felsted Prep but many parents wish to continue receiving information regarding events, especially if the pupil has moved across to the senior school. We may also send donation requests, e.g. for a Christmas Fair raffle to the 'Whole School', inclusive of alumni, and many parents continue to support our events from afar.

What if I forget my Classlist password?

A password is easily obtained by requesting a new one on the login page.

Key School Events

A parent's guide

Please note there may be changes to 'usual' events throughout the year. The below information is based upon a normal academic year. Sports Days have changed during the past two years and are not mentioned here, but full information will be provided by the School via the calendars and emails.

Harvest Festival

There are two separate Harvest Festival events, one for the Pre-Prep and one for the Prep. Each is held in the Autumn term, and the dates are set out in the School calendar.

Pre-Prep

The Stewart House Harvest Festival is usually held in October, shortly before the Autumn half term. All information about it will be sent to you by the Stewart House office, by email. ***If the School lets you know of particular arrangements that are different to the below, you should follow the arrangements specified by the School.***

Your child is expected to bring a donation to chapel for the service. Information about the type of donation will be sent out by the School.

The School will take your child over to Chapel for the service, where the classes sit together, and bring them back again afterwards. Refreshments are served afterwards, in Toad Hall. Parents are welcome to attend the Chapel service and for the refreshments. You will be free to take your child home after the refreshments.

Dress code: If you are attending Chapel, most parents choose to dress smart-casual for this, although some parents do dress more smartly.

Prep

The Harvest Festival chapel service is compulsory for all Prep school pupils (year 3 upwards). How your child participates depends upon the year group, as follows - ***note that if the School lets you know of particular arrangements that are different to the below, you should follow the arrangements specified by the School:***

- years 3 & 4: your child is expected to bring a donation to chapel for the service. Information about the type of donation will be sent out by the School during the week before Harvest Festival. You should bring your child, in full uniform, to the School chapel approximately half an hour before the start of the service.

- years 5 & 6: if your child does not normally attend Saturday school, you should bring your child to school, in full school uniform, approximately 45 minutes before the start of the service. School will then walk them over to chapel. If your child does normally attend Saturday school, then the second activity will not take place; instead, School will walk your child over to chapel. If your child's first Saturday school activity does not require them to be in uniform, please speak to School about arrangements, as your child will need to be in full uniform for chapel.
- years 7 & 8: your child should come to School at the usual time, in full uniform.

Parents are welcome to attend the chapel service if they would like to. If you choose not to attend, the School will walk your child back from the service to attend the 'Fun for Funds' fête (see below).

Dress code: If you are attending Chapel, most parents choose to dress smart casual for this, although some parents do dress more smartly.

Whole School

After the Prep School Harvest Festival, the year 8 pupils run a charity fundraiser known as the 'Fun for Funds Fête', which is held on Cloisterfield. All children are very welcome to attend, accompanied by parents. There is always a wide variety of stalls for the children to enjoy, and drinks and nibbles for the parents. You should make sure you have change, in cash, so that your children can purchase tokens to spend at the various stalls.

Dress code: Casual dress is fine for this event, high heels may sink into the field!

Remembrance Sunday

The School's Remembrance Sunday service is usually held on Remembrance Sunday itself. The Chapel service is compulsory for pupils in years 5 - 8, and optional for pupils in years 3 and 4. Parents are also welcomed.

Pupils should be brought, in full uniform, to the School Chapel in good time before the start of the service. There is a collection for the Poppy Appeal during the service and parents and pupils should have change available for this. A reception is held afterwards in the Lord Riche Hall which pupils and parents are welcome to attend.

Dress code: Parents (and younger children) should dress appropriately if attending the service, smart casual is the usual option but some parents choose to dress more smartly.

Christmas Fair

Friends of Felsted runs an annual Christmas Fair in December. The date is in the School calendar for the Autumn term.

The format will vary from year to year but typically, there will be external stallholders selling a wide variety of goods, a separate area with games and other activities aimed at children of all ages, and catering. The Fair usually runs from 1pm to 4pm and it's a great way to stock up on Christmas gifts, treat yourself to something, and keep the kids entertained, all on the same site!

If you are interested in having a stall at our Christmas Fair, please do get in touch as early in the calendar year as possible at our email address (friendsoffelstedprep@gmail.com) as we do get booked up very quickly.

Year 8 pupils may be asked to run or help run some of the children's games stalls; this will be organised by the School and Friends of Felsted.

We are always very grateful to parents who volunteer to help at the Christmas Fair, even if you can only spare us half an hour, and for the donations to our bottle and chocolate tombolas. Keep an eye out for the requests, which will come via the newsletter and Classlist.

Carol Service

This is usually held on the last Sunday of term; the date is in the Autumn term calendar. It is compulsory for pupils in years 5 - 8, and optional for pupils in years 3 and 4. You should bring your child to chapel, in full uniform, in good time before the start of the service. There is a reception afterwards in the Lord Riche Hall, which all are welcome to attend.

Dress code: Parents should dress appropriately if attending the service, smart casual is the usual option but some parents choose to dress more smartly.

Other Events

There are various other events for pupils through the School year, which are all set out in the calendar. Unless otherwise specifically noted in the calendar, or otherwise notified by the School, these events are for pupils only, and parents are not able to attend.

Certain play performances are available for parents to attend, which are clearly set out in the calendar. Some of these will be ticketed events; again this will be either noted in the calendar or explained in an email from the School.

Friends of Felsted may also organise other events through the School year; these will be advertised via the newsletter and Classlist.

Please note: all events and their arrangements are subject to change and this is only a guide.

Sports Fixtures

A parent's guide

General Information

From year 3 onwards, pupils will participate in sports matches against other schools. The dates for the matches, and the teams playing, are all set out in the calendar - do keep an eye on the Calendar Updates section of the newsletter for any changes, as fixture dates can change as the term goes on. The calendar also sets out whether a particular fixture is a home or away fixture, and, for away fixtures, the address/postcode for the other school is also set out in the calendar (at the back).

Parents are welcome to attend any fixture, home or away, unless the School notifies parents otherwise. If you do plan on attending an away fixture, your child will travel to that fixture with the rest of the team but they can (usually) leave with you **after** the team tea.

Teams & Year Groups

Teams are organised on an age/school year basis and as a general guide, your child will be playing in the following age groups:

School Year	Sports Age Group	Athletics Age Group
3	U8	U9
4	U9	U10
5	U10	U11
6	U11	U12
7	U12	U13
8	U13	U14

Very occasionally an individual child may “play up” a year in a particular sport, i.e. play in the sports age group a year ahead of his/her School year age group. This is very much the exception rather than the norm.

Team Selection

Team selections will be sent via email either the day before or the morning of the fixture.

Behaviour

If you attend a fixture, whether home or away, please remember that you are in effect representing the School and behave accordingly. Everyone can get excited at matches but remember, you are surrounded by children! Polite, sportsmanlike behaviour is expected from the children; please lead by example. The School has issued a general code of conduct, covering both parents and children; please do contact the School office if you need a copy of this.

Away Fixtures

If your child is playing an away fixture, and you do not attend this, the easiest way to keep track of the team's arrival time back at School is to keep an eye on the School's Twitter feed - coaches post expected arrival times up on this.

If you do attend an away fixture and want to take your child home with you, generally this is fine but do not take your child home without making sure that the relevant lead School coach at the fixture knows that you are taking your child and has confirmed that s/he is happy with this.

Do make sure, if you are taking your child home with you, that you have all your child's belongings with you - games kit, school bag, uniform etc - before you leave. You will not be able to take someone else's child home with you from an away fixture unless this has been pre-arranged with the School.

Other Useful Info

Parking/Traffic in Felsted

Like most schools, Felsted has limited parking on the School site, and traffic through the village can grind to a standstill at drop-off/pick-up times. Here are some ideas to help:

Do:

- use the Senior school car parks. These are no more than a 5 minute walk from the Prep school, and there are usually plenty of spaces available. If you're not sure where budicathebrand@gmail.com these are, there is a map of the overall School site available online.
- park elsewhere further away from the School and walk in. Virtually nowhere in the village is more than a 10 minute walk from the School.
- try to time your journey so you come into the village a bit earlier. Just 10 minutes earlier can make a massive difference in whether or not you beat the jam.
- remember the "no right turn rule" - trying to turn right out of the Prep School car parks rapidly jams up the whole village.
- use the "kiss & drop" facility for Stewart House pupils.
- respect the "drive through" zones at drop-off and pick-up times. Drive through means just that - it doesn't mean park up and leave your car, or park up and wait for your child to emerge! If you use a drive through zone and your child isn't there waiting, you should go around again.
- always remember there are lots of people around at drop-off and pick-up times. Please drive slowly through the village, it is really not the end of the world if you are 5 minutes late.
- respect the pavements and other people's property. There are many people living within the village that can tell stories of how they/their children/their dogs have come close to being hit by cars travelling to and from the school during mainly pick-up and drop-off times. They have also noted that some parents are using driveways as parking bays whilst collecting their children and in turn have blocked owners from leaving or returning home. Please be respectful of pedestrians, property and rights of way.
- follow the directions given to you by School staff. The staff manning the car parks at drop off/pick up times all have other jobs to do. They all do their best to keep the traffic flowing through the School car parks, and are simply enforcing existing School rules. They are not allowed onto the road to intervene in traffic situations; these are Council rules.

Don't:

- park up early at the Prep School car parks and wait. This just jams the car parks up earlier.
- use the forecourt of the Chequers pub as a car park, picnic area etc. It is private property, which doesn't belong to the School, and should be respected as such.
- park at the top (Prep School) end of Stebbing Road - this can clog-up the whole village, and also prevents the School minibuses getting through.
- double park in the village, block people in, park on the corners of roads, park on pavements, park on private driveways without permission, block access to/from the almshouses or doctor's surgery opposite the School, blast your horn because you're bored of the traffic jam....
- try and overtake anyone while coming through the village.

Dogs

Not everyone loves our four-legged friends! In recognition of this, **no dogs** are allowed on the School grounds at drop-off and pick-up times.

iSAMS

The School uses iSAMS as a management information system, registering children's timetables, reports and any reward notifications too. Parents will be given a username and password when you join the school. The system is app and web-based and you can set up email notifications once you receive your logon credentials.

Signing "off-ex"

If your child is carrying an injury, or is just poorly, you may be advised by your doctor to keep them off sport/games. You should inform Erika Taunton of this, who will then sign your child "off-ex". Please make sure you keep Erika up to date with your child's progress. The matrons at School may also sign your child off-ex if your child needs to see the matrons during the School day.

“Lost” Clothing/Kit

We see a lot of appeals for “lost” clothing/kit. Sometimes, the item is indeed lost, however, a lot of the time it will simply be in the changing rooms. Do ask your child to have a really good look around the changing rooms, at least twice, before you assume that their item is actually lost. They should also check the lost property kept with Matron.

Changing Rooms

No matter how frustrated you may get with your child misplacing their belongings in the School changing rooms, please do not go into the changing rooms with them to help them look - **no parents are allowed in the changing rooms at any time.**

Naming Uniform & Kit

When you first join the School, the Tailor’s Shop will automatically order name tapes for your child, and will also give you a sheet explaining where each item of uniform and kit should be named. If you run out of name tapes through your time at the School, the Tailor’s Shop can order more for you.

If you lose the sheet explaining where to name uniform and kit, don’t panic! The school website shows all information regarding the Tailor Shop and uniform. The uniform lists are available on [the School website](#).

Second Hand Uniform

Friends of Felsted runs a Second Hand Uniform shop, open during term-time every Wednesday from 2.30 - 4.30pm and sometimes during the holidays too. This has become an indispensable resource for times when our children ‘lose’ their uniform or sports kit and you simply do not wish to purchase a brand new item to replace it.

We’re focussed upon sustainability at Felsted and our parents generously donate clothing or sports kit that their children no longer require - all items are in good, clean condition and the funds received in the shop are 100% ploughed back into enriching our children’s experience at the school.

E-Safety

The children are taught about e-safety throughout their time at the School, tailored to ensure this is age-appropriate. We strongly encourage parents to make every effort to attend e-safety evening parents' sessions, where you will learn about how to discuss internet/app use with your child, and what can be done at home.

Parent Name Badges

When you first join the School, in the Pre-Prep (and probably up to Year 4) you will be issued with a parents' name badge. You should wear this name badge whenever you are in the School, including at drop-off and pick-up times, as a safeguarding measure. The staff will not sign children out to adults who are not wearing their name badges. Felsted lanyards are available from the Tailor's Shop at a small cost. These may also be available from Stewart House during the Autumn Term.

Signing In/Out

If you need to be in School for any reason, you should sign in with the relevant School office - Stewart House for the Pre-Prep, or the main School office (at the red doors) for the rest of the School. When you leave, don't forget to sign out!

The same system applies if your child needs to leave School early for any reason - you must sign your child out with the relevant School office.

Parent/Teacher Meetings

Each year-group will have a parent/teacher meeting at least once in the School year. The dates for these will be set out in the School calendar, and you will be sent information by the School about which system will be in place, as this varies depending upon the year group/phase.

Note that, unlike at the Senior school, your child should not come with you for the parent/teacher meetings until Year 8.

Reporting Absence

If your child is ill, or otherwise won't be able to attend School, you should notify the School office (Erika Taunton's office) as early as possible. Contact details are shown at the front of the calendar.

Getting Involved

There are plenty of opportunities for parents to get involved in Felsted life once your child is through the door.

General Events

Throughout the year there are events organised by the Friends of Felsted or the School, which will provide an opportunity for parents and other friends of Felsted to meet up socially - parties, quiz nights, sports day etc. Additionally, the Class Reps often organise get-togethers throughout the year.

If you have the time and would like to become more involved, there are other ways in which you can support the School whilst meeting new people.

Parent Clubs/Activity Groups

There are often notices in the newsletter with details for other parent clubs/groups that are active throughout the year or for a particular term - another good reason to read the newsletter. Details are also shared via Classlist announcements.

Parent Volunteers – in school

Parent Volunteers are used to support classroom activities. This might range from helping out with art projects in Stewart House, to reading one-on-one with pupils throughout the School. Parent Volunteers will be DBS-checked (this will be arranged by the School) and need to be able to commit to a regular time slot each week. (e.g. 1 hour on a Monday morning). This can be a great way to meet other parents and members of the school community whilst genuinely supporting the learning opportunities of the children. If this is something you are interested in, please contact the School (via Erika Taunton) to find out about current opportunities.

Parent volunteers – at events

We are always very grateful to parents who volunteer to help at our events. Our key need is for the Christmas Fair - even half an hour of your time can be put to good use. We'll usually put out an appeal for volunteers for a specific event, via the newsletter and Classlist. If you would like to volunteer generally to help out, please just let one of the members of the Friends of Felsted committee know.

Be a Class Rep

The role of the Class Rep (previously outlined) is another way in which parents can get involved. If you feel that this is something you'd like to consider, please speak to any member of the Friends of Felsted committee.

Join the PA!

The key function of the Friends of Felsted is to bring parents together, and to act as a liaison point between parents and the School. We do this largely through organising events during the year, and by giving regular feedback to the School on topics of general interest or concern to parents.

We aim to meet each half-term (sometimes more frequently should we require it), and then make ourselves available to organise and help run events, to be on hand during open days, etc.

We are always interested in listening to new suggestions and ideas and are keen to welcome new committee members - it's a great way to feel more involved in school life, and to make friends across year groups. If you would like to hear more about joining the Friends of Felsted committee, please speak to any current member of the committee (details in the School calendar; contact information available via Classlist).

Finally....

We really hope that this Parent Handbook has been helpful. If you have any comments or corrections, suggestions about additional topics to cover, or (even better) would like to write up an additional topic, please do let us know.

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