
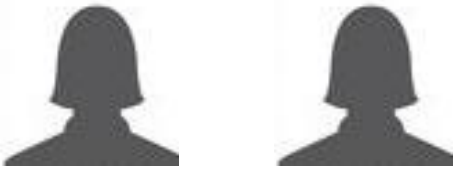




























WHO IS WHO AND WHO CAN HELP YOU



NAME/ EMAIL ADDRESS	ROLE/ RESPONSIBILITY	AVAILABILITY	HOW THIS PERSON CAN HELP YOU
 Mrs Vincent debbie.vincent@cyriljackson.towerhamlets.sch.uk	Admissions	Daily 8.30am - 4.00pm	<ul style="list-style-type: none"> Absence from school Applications for nursery and main school places Breakfast Club Personal information updates (ie mobile phone number, address) General enquiries Reporting pupil lateness/absence
 Mrs Kabat monika.kabat@cyriljackson.towerhamlets.sch.uk	 Ms Naomi n.agyekum@cyriljackson.towerhamlets.sch.uk	After School Clubs Daily 9.00 am - 4.00pm	<ul style="list-style-type: none"> Booking Payment
 Mrs Islam lipi.islam@cyriljackson.towerhamlets.sch.uk	After School Clubs (Ooshl Manager)	Daily 11.30am - 5.30pm	<ul style="list-style-type: none"> General enquiries
 Mr Rahman emdad.rahman@towerhamlets.gov.uk	Attendance & Welfare Officer	Every Monday 9.00am - 12.00pm	<ul style="list-style-type: none"> Persistent absence Poor punctuality Low attendance
 Mr Crosby (North Building) luke.crosby@cyriljackson.towerhamlets.sch.uk	 Mr Wiltshire (South Building) mark.wiltshire@cyriljackson.towerhamlets.sch.uk	Behaviour and Attendance Daily Informally: start and end of the day. Formal queries: please make an appointment.	<ul style="list-style-type: none"> Attendance Behaviour queries Punctuality SIMS Parent app queries

	Class Teachers	<p>Daily</p> <p>Informally: start and end of the day.</p> <p>Formal queries: please arrange an appointment.</p>	<ul style="list-style-type: none"> Academic progress Day-to-day information sharing/ updates Homework Learning styles Pupil learning Sharing information Suggestions for home support
 <p>Mrs Kaur gurmeet.kaur@cyriljackson.towerhamlets.sch.uk</p>	Data Protection Officer	<p>Daily</p> <p>9.00am - 4.00pm</p>	<ul style="list-style-type: none"> Consent withdrawal GDPR policy, procedures and queries Subject access requests. Use of data
 <p>Mrs Kabat monika.kabat@cyriljackson.towerhamlets.sch.uk</p>	Dinner money	<p>Daily</p> <p>9.00am - 4.00pm</p>	<ul style="list-style-type: none"> Payments Monitoring Free school meals
 <p>Mrs Kemp g.kemp@cyriljackson.towerhamlets.sch.uk</p>	Executive Headteacher	<p>By appointment</p>	<ul style="list-style-type: none"> Governance Press and media enquiries Queries/concerns not felt to have been fully addressed by the Head of School School improvement Strategic vision and direction
 <p>Mrs Sykes vsykes@cyriljackson.towerhamlets.sch.uk</p>  <p>Miss Gimenez y.gimenez@cyriljackson.onmicrosoft.com</p>	Finance	<p>Daily</p> <p>9.00am - 4.00pm</p>	<ul style="list-style-type: none"> Payments Queries relating to charges General enquiries Reporting pupil lateness/absence
 <p>Mrs Dirir h.dirir@cyriljackson.towerhamlets.sch.uk</p>	Head of School	<p>Daily</p> <p>9.00am - 4.00pm</p>	<ul style="list-style-type: none"> Standards Performance achievement Queries/concerns not felt to have been fully addressed by phase leaders Viewings for prospective parents/pupils

 <p>Mrs Begum rukeya.begum@cyriljackson.towerhamlets.sch.uk</p>  <p>Mrs Islam lipi.islam@cyriljackson.towerhamlets.sch.uk</p>	<p>Home School Liaison Workers</p>	<p>Daily 9.00am - 11.30am (Rukeya) 11:30am - 5:30pm (Lipi)</p>	<ul style="list-style-type: none"> • Bengali interpreter • General school information • Family welfare • Home visits • Parental support and advice • Queries/questions
 <p>Miss Deborah d.atoyebi@cyriljackson.towerhamlets.sch.uk</p>	<p>HR, Work Experience and Volunteers</p>	<p>By appointment</p>	<ul style="list-style-type: none"> • Administrative volunteers • Class volunteers • HR queries • Parental volunteers • Work experience students/placements
 <p>Mrs Beckford catherine.beckford@cyriljackson.towerhamlets.sch.uk</p>	<p>Inclusion</p>	<p>Daily Informally: start and end of the day. Formal queries: please make an appointment.</p>	<ul style="list-style-type: none"> • Accessibility • Disability and equality • Inclusion
	<p>Key Workers (Foundation Stage)</p>	<p>Daily Informally: start and end of the session. Formal queries: please make an appointment.</p>	<ul style="list-style-type: none"> • Academic progress. • Day-to-day information sharing/ updates • Homework • Learning styles • Pupil learning • Sharing information • Suggestions for home support
 <p>Miss Gimenez y.gimenez@cyriljackson.onmicrosoft.com</p>  <p>Ms Naomi n.agyekum@cyriljackson.towerhamlets.sch.uk</p>	<p>Marketing</p>	<p>Daily 9.00am - 4.00pm</p>	<ul style="list-style-type: none"> • Promotion and marketing • School newsletter and other publications • School's corporate identity • Press cuttings <ul style="list-style-type: none"> • Useful leaflets
 <p>Mrs Kabat monika.kabat@cyriljackson.towerhamlets.sch.uk</p>	<p>Medical needs</p>	<p>Daily 9.00am - 4.00pm</p>	<ul style="list-style-type: none"> • Allergies • Medical needs (including asthma)

 <p>Mr Ripper m.ripper@cyriljackson.towerhamlets.sch.uk</p>	<p>Pastoral Support Administrator</p>	<p>Daily 9:00am - 10:30am and 2:00 - 3:30pm</p>	<ul style="list-style-type: none"> • Child Protection • Pastoral support • Pupil welfare • PEPs
<div style="display: flex; justify-content: space-around;"> <div data-bbox="89 392 399 750">  <p>Mrs Islam: Upper KS2 (Years 5/6) a.islam@cyriljackson.onmicrosoft.com</p> </div> <div data-bbox="399 392 646 750">  <p>Mr Read: Lower KS2 (Years 3/4) d.read@cyriljackson.towerhamlets.sch.uk</p> </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div data-bbox="89 750 399 1131">  <p>Mrs Stevens KS1 (Years 1/2): a.stevens@cyriljackson.towerhamlets.sch.uk</p> </div> <div data-bbox="399 750 646 1131">  <p>Miss McCall: Foundation Stage (Nursery/Reception) lucy.mccall@cyriljackson.towerhamlets.sch.uk</p> </div> </div>	<p>Phase Leaders</p>	<p>Daily</p> <p>North Building: 8.50 - 9.10am</p> <p>South Building: 9.00 - 9.20am</p>	<ul style="list-style-type: none"> • Queries/concerns not felt to have been fully addressed by class teacher/key worker • Behaviour queries
<div style="display: flex; justify-content: space-around;"> <div data-bbox="89 1131 399 1422">  <p>Mr Wiltshire mark.wiltshire@cyriljackson.towerhamlets.sch.uk</p> </div> <div data-bbox="399 1131 646 1422">  <p>Mrs Hardy shan.hardy@cyriljackson.towerhamlets.sch.uk</p> </div> </div>	<p>Special Educational Needs and Disability (SEND)</p>	<p>Daily</p> <p>Informally: start and end of the day. Formal queries: please make an appointment.</p>	<ul style="list-style-type: none"> • Additional support • EHC Plans and annual review meetings • Language Resource Provision • Learning needs • Outside agency support queries • SEND support and advice
 <p>Miss Kassam a.kassam@cyriljackson.towerhamlets.sch.uk</p>	<p>Teaching & Learning (Assistant Headteacher)</p>	<p>Daily</p> <p>Informally: start and end of the day. Formal queries: please make an appointment.</p>	<ul style="list-style-type: none"> • Achievement • Learning • Standards • Teaching • Curriculum