



Head Teacher: Miss S Priestley
email: head @newtontony.wilts.sch.uk

Newton Tony Primary School CE VC
Newton Tony
Wiltshire
SP4 0HF
Telephone: 01980 629232
email: admin @newtontony.wilts.sch.uk
website: www.newtontony.wilts.sch.uk

14th October 2026

Dear Parent/Carer

New Class email

We are writing to let you know about a new way to contact your child's class teacher/s. Many of our classes have job shares and this is a more streamlined communication system to ensure your messages reach both class teachers. We have set up dedicated class email addresses.

Hedgehogs Class (Year R) hedgehogs@newtontony.wilts.sch.uk
Foxes Class (Year 1 and 2) foxes@newtontony.wilts.sch.uk
Squirrels Class (Year 3 and 4) squirrels@newtontony.wilts.sch.uk
Badgers Class (Year 5 and Year 6) badgers@newtontony.wilts.sch.uk

New SENCO email

Mrs Steer is our new SENCO (SEND co-ordinator). She will complete The National Professional Qualification for Special Educational Needs Co-ordinators in February 2027. This is an official, DfE-accredited leadership qualification in England that replaced the old NASENCO award. Her new SENCO email address is SENCO@newtontony.wilts.sch.uk

Important Guidelines for Use

Please do not use the class emails to report urgent absences, serious safeguarding concerns, or immediate medical issues. Please continue to contact the main school office directly by phone for these matters.

- Response times: Teachers check these emails during non-teaching hours. Please allow up to [24 / 48 hours] for a response. Teachers are not expected to monitor or reply to emails in the evenings, at weekends, or during school holidays.

Thank you for your ongoing support as we work to improve communication between home and school.

Yours sincerely,
Miss Priestley
SPriestley
Head Teacher

'Love One Another As I Have Loved You' John 15:12

