

## SCHOOL COMMUNICATIONS FOR ACADEMIC YEAR 2023/2024

Admissions	Enquiries Open Day Events / Tours / Taster Sessions	Mrs D Emptage admissions@wrotham.kent.sch.uk
Student Attendance	Absence Medical Appointments	Mrs D Emptage / Miss N Maguire attendance@wrotham.kent.sch.uk
Complaints	Complaints	Mrs K Lee office@wrotham.kent.sch.uk
Dr Frost Maths	Log-in queries Password resets	Mr D Weeks dweeks@wrotham.kent.sch.uk
General Enquiries	School Information	Mrs K Lee office@wrotham.kent.sch.uk
Governors	Information	Mrs R Martin rmartin@wrotham.kent.sch.uk
Hegarty Maths	Log-in queries Password resets	Mr P Bridgman pbridgman@wrotham.kent.sch.uk
IT	Student Log-in queries school emails	Mr P Kitney it@wrotham.kent.sch.uk
Parent Email (ps connect)	Change of contact details	Mrs K Lee office@wrotham.kent.sch.uk
Parent SIMS	Log-in queries Password resets	Mrs K Lee ParentSIMS@wrotham.kent.sch.uk
PE	PE kit queries Non Participation Notes	Mr T Grinstead penotes@wrotham.kent.sch.uk
Safeguarding	Report a safeguarding Concern	safeguarding@wrotham.kent.sch.uk
School Buses	Enquiries	Mrs S Reeve buses@wrotham.kent.sch.uk
Scopay (canteen)	Log-in queries Password resets	Mrs L Diment finance@wrotham.kent.sch.uk

SENCO	SEND information and enquiries	Miss K Allen kallen@wrotham.kent.sch.uk and/or Mrs A Sanders asanders@wrotham.kent.sch.uk
Show My Homework (satchel one)	Log-in queries Password resets	Mrs A Hawkes smhw@wrotham.kent.sch.uk
Site Team	Site Enquiries	Mr S Shearman site@wrotham.kent.sch.uk
Sixth Form	Absence Medical Appointments	Mrs P Cheval pcheval@wrotham.kent.sch.uk
Uniform	Queries	Mrs S Reeve sreeve@wrotham.kent.sch.uk
Young Carers	Queries	Mrs L Young lyoung@wrotham.kent.sch.uk
3G Pitch	Enquiries	Mr P Garland 3gwrotham@wrotham.kent.sch.uk