

## **Protocols for Home-School Communication**

Questions and concerns arise within any organization and it is important to know who to contact in order to receive the most accurate and reliable information. In the spirit of open communication, we ask the following protocols to be followed unless special circumstances dictate otherwise:

- Students are asked to communicate directly with teachers when they have questions or concerns.
- In the event that a student cannot communicate with a teacher regarding a question or a student is not satisfied with a response from a teacher, parents are advised to speak with their child's teacher directly. (FHS Staff Directory is located on the FHS Website in the middle of the Home Page)
- If a question or concern has not been answered satisfactorily by a teacher, students or parents are advised to speak with the Department Head or Director for the teacher's curriculum area.
- In situations involving discipline, parents and students are advised to speak with the Assistant Principal for Student Services for their student if a Director or Department Head has not been able to answer a question or resolve an issue.
- In situations involving academics, parents and students are advised to speak with the Assistant Principal if a Director or Department Head has not been able to answer a question or resolve an issue.
- Parents are advised to contact the Principal if a situation brought to the attention of an Assistant Principal has not been resolved.
- Parents are advised to contact the Superintendent of Schools if a situation brought to the attention of the principal has not been resolved