Support at LVC: Your guide for who to contact to support your child at Linton Village College

**Support Hub**
- Reporting student absence
- Contacting pastoral staff
- supporthub@lvc.org  Extension 305

**Form Tutor**
- General questions and concerns. Sharing information about your child.
- Form Tutors are the first point of contact for your child. They oversee their progress and welfare at LVC and meet tutees each morning for tutor time and 1-2-1 mentoring sessions.
- Email addresses are on the contact section of website

**Subject Teacher/Head of Department**
- Subject-specific questions or concerns.
- Subject Teachers are best placed to address queries about your child’s learning or progress. If you have a concern about teaching you should contact the Head of Department.
- Email addresses are on the contact section of website

**Head of House**
- Global concerns about progress. Ongoing/significant pastoral issues.
- Heads of House monitor the welfare and progress of students in their house. They manage behaviour and co-ordinate pastoral support and interventions.
- Email addresses are on the contact section of website

**Senior Leadership Team**
- Serious/unresolved pastoral concerns.
- Members of the Senior Leadership Team manage significant behaviour instances and deal with serious pastoral concerns or unresolved complaints.
- Contact Principal’s PA: Elaine.Clayton@lvc.org

**Safeguarding Team**
- The safeguarding team leads safeguarding at LVC. They investigate safeguarding concerns and liaise with external agencies to ensure the safety of members of the College community.
- thinkpink@lvc.org

**Mental Health Champions**
- Mental Health Champions have been trained to deliver mental health first aid and to sign-post students and families to mental health support. They promote positive mental health across the College community.
- helloyellow@lvc.org

Our Home School Communications Policy can be found on the College website. Our core purpose is teaching and learning and safeguarding students; staff will generally not be able to engage with correspondence immediately. You should expect to receive a response from the College within 48 hours. If a matter requires further investigation a holding response may be used while more information is gathered. We expect all communications between home and College to be respectful and polite to foster a productive and positive partnership.