



GOOD SHEPHERD PRIMARY SCHOOL

134 Hyatts Road, Plumpton 2761

Mail Address: **Locked Bag 1001 Plumpton NSW 2761**

Telephone: (02) 9836 7100

email: goodshepherd@parra.catholic.edu.au

5th February, 2020

Dear Parents and Carers,

Good Shepherd Primary School recognises that email is a fast and convenient way to communicate with your child's teacher.

We wish to remind you that teachers read their emails at various times throughout the school day. Further, teachers are generally not expected to respond to emails from parents and students outside of normal working hours. In the case of a genuine emergency please contact the school office during business hours on email: goodshepherd@parra.catholic.edu.au or phone Ph. 9836 7100.

If you wish to contact your child's teacher, please continue to direct your emails to goodshepherd@parra.catholic.edu.au which will then be triaged, as per usual practice.

We appreciate your assistance and understanding.

If you have any questions about the above, please feel free to contact the school office on Ph. 9836 7100.

Kind regards

Tricia Carr
Principal