

## 1. COMMUNICATION QUICK REFERENCE GUIDE

QUESTIONS, CONCERNS, COMPLAINTS: Where to go and who to contact

Questions on curriculum, discipline, homework, progress reports, academic standards, class trips, class meetings etc.	Your Teacher/Guardian	
Questions with what is going on in your child's classroom	Your Teacher/Guardian	
Questions on Financial matters including invoicing, fees, bursaries	Director of Administration	Catherine Daugherty <a href="mailto:C.Daugherty@whistlerwaldorf.com">C.Daugherty@whistlerwaldorf.com</a>
Questions surrounding Policies and procedures at the school	Director of Education	Rubeena Sandhu <a href="mailto:rubeena@whistlerwaldorf.com">rubeena@whistlerwaldorf.com</a>
Questions or concerns about a teacher	Director of Education	Rubeena Sandhu <a href="mailto:rubeena@whistlerwaldorf.com">rubeena@whistlerwaldorf.com</a>
Questions or concerns about a non-educational staff member	Director of Administration	Catherine Daugherty <a href="mailto:C.Daugherty@whistlerwaldorf.com">C.Daugherty@whistlerwaldorf.com</a>
General information about events, dates, or any other questions or concerns you do not know who to ask.	Receptionist	Mary Waldorf <a href="mailto:Reception@whistlerwaldorf.com">Reception@whistlerwaldorf.com</a>
Questions or concerns regarding school communications, marketing, public relations	Director of Administration	Catherine Daugherty <a href="mailto:C.Daugherty@whistlerwaldorf.com">C.Daugherty@whistlerwaldorf.com</a>
Enrollment/Withdrawal	Admissions	Jen Dodds <a href="mailto:Admissions@whistlerwaldorf.com">Admissions@whistlerwaldorf.com</a>
Concerns from parents or staff regarding an unresolved situation or process	Director of Administration or Director of Education	Catherine Daugherty <a href="mailto:C.Daugherty@whistlerwaldorf.com">C.Daugherty@whistlerwaldorf.com</a> Rubeena Sandhu <a href="mailto:rubeena@whistlerwaldorf.com">rubeena@whistlerwaldorf.com</a>
Whistler Waldorf School Society	Chair of the Board	Geoff Telfer <a href="mailto:g.telfer@whistlerwaldorf.com">g.telfer@whistlerwaldorf.com</a>





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