



Who do I Contact?

Absence

Please contact Ms Costa in the school office. If the absence is planned, please complete the Leave of Absence Request form beforehand. Medical appointments do not require a completed form, but we do need to know if your child is missing school to attend.

Academic

In the first instance, please contact your child's form tutor or the specific teacher for that subject. If it is regarding a specific learning need, please contact Mrs Salmond Smith (SENDCo).

Accounts

Please contact our Accounts team directly: accounts@haileyburymalta.com

Behaviour

If you are concerned about the behaviour of your child or another pupil, please contact your child's form tutor and/or Miss Patterson.

Buses

Our school transport partner is Coop. Any queries regarding routes, collection, drop-off or timings should be sent to info@maltacoop.com or 2226 5800. If your query relates to behaviour on the school bus, please contact your child's form tutor as above.

Catering

Our Catering partners, Thomas Franks, are happy to cater for all dietary needs. If you need to discuss your child's particular needs with them, please contact the school office so that a meeting can be arranged.

Curriculum or Homework

In the first instance, please contact the specific teacher who teaches your child that subject. Most children undertake their homework at school.

Friends of Haileybury Malta

Any queries regarding the PTA should be directed through the school office.

iPads

If you would like to purchase one through the school (limited availability), please contact the school office. If your query is of a technical nature, please contact Mr Fitzpatrick.

Medical

If your child has a specific medical issue, or medication needs to be administered at school, please contact the school office and your child's form tutor. You may need to complete a consent form. Please note that any medication that comes into school must be handed in at the school office to be stored safely, except in the case of life-saving medication such as an inhaler or epipen. If your child does carry an inhaler or epipen, please ensure that the school is in possession of a spare.

If your child is unable to participate in sport for a medical reason, please inform Mrs Fitzpatrick and the school office. Pupils are expected to participate in sport unless a reason is given for them to be excused. Any prolonged absence from sport will require a medical certificate.

Mental Health

At Haileybury, we believe that supporting the Mental Health of pupils and their families is a collective responsibility. Life can be challenging sometimes. If you or your child needs support, please contact any member of staff and we will help you put the appropriate systems in place or help you to find someone else who has the necessary expertise.

Safeguarding

If you have any Safeguarding (child protection) concerns regarding a child or an adult, please contact the Designated Safeguarding Lead (DSL), Mrs Salmond Smith, or the Deputy Designated Safeguarding Lead (DDSL), Miss Patterson. Please do not send any information regarding a Safeguarding issue via the school office.

Sport

If you have an enquiry regarding Sport, please contact Mrs Fitzpatrick directly.

Uniform

Our uniform supplier is Garmmo. Our uniform list is available in the 'documents' section of the website.

Directory

Mrs Salmond Smith: head@haileyburymalta.com
Miss Patterson: deputyhead@haileyburymalta.com
Mr Fitzpatrick (Year 10): KWMF@haileyburymalta.com
Ms Rankin (Year 9): TR@haileyburymalta.com
Mrs Jackson (Year 8): CJ@haileyburymalta.com
Miss Khalid (Year 7): AK@haileyburymalta.com
Mr Jones (Year 6): NJ@haileyburymalta.com
Mr Dixon (Year 5): AD@haileyburymalta.com
Miss Nottage (Years 3 & 4): AN@haileyburymalta.com
Mr Watkins (Year 2): AJOW@haileyburymalta.com
Mrs McBride (Year 1): TM@haileyburymalta.com
Ms Braumueller (Spanish): KB@haileyburymalta.com
Mrs Fitzpatrick (Sport): GAF@haileyburymalta.com
Ms Toth (Artist in Residence): TT@haileyburymalta.com
Ms Costa (Office): office@haileyburymalta.com
Accounts: accounts@haileyburymalta.com
Coop: info@maltacoop.com or 2226 5800

School telephone number: 7714 6676