



Guildford Grammar School

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Who to contact?

The purpose of the following information is to advise you of the person or people you should contact for a particular concern or query you may have.

The most effective way to contact Guildford Grammar School staff is through their email. The email address for all staff is in the format of firstname.surname@ggs.wa.edu.au. The address for Dr Holly Miller, for example, would read: holly.miller@ggs.wa.edu.au

Staff can also be contacted by phone by calling the main switchboard on 9377 9296 and then being directed to the appropriate department.

NOTE: it is likely you will have to leave a voice message on most phones.

Curriculum

If you have a particular concern regarding your child's academic progress, you should initially contact their individual class teacher. The teacher can provide up to date information on how your child is progressing. In addition, our Head of Junior or Senior Primary (see details below) will also be able to assist on matters associated with your child's learning and academic structure. Matters relating to pastoral care should also be directed to the class teacher in the first instance, and to the Head of Junior /Senior Primary or Mr David Taylor (Deputy Head of Preparatory School) if additional support is required.

Deputy Head of Preparatory School	Mr David Taylor	david.taylor@ggs.wa.edu.au
Head of Junior Primary (K-Y2)	Ms Ashleigh Liggett	ashleigh.liggett@ggs.wa.edu.au
Head of Senior Primary (Y3-Y6)	Ms Deanna Graber	deanna.graber@ggs.wa.edu.au

Attendance / absence from school

Preparatory Administration staff are responsible for following up student absences from school. If your child is going to be absent, you should contact us by phone 9377 9296 or email Preparatory.SchoolAdmin@ggs.wa.edu.au. If notifying us by email, it is appreciated if you also include the class teacher in the carbon copy (CC). Teachers do not access their emails while teaching so if you have an urgent message for your child, please contact Prep Admin on 9377 9296 and we will ensure the message is passed on.

Medical Centre

Ms Vicki Bellinge is responsible for the Guildford Grammar School Medical Centre. You should contact Ms Bellinge if your child has any particular medical requirements that the school should know about. The Medical Centre will contact you if your child is sent to the Medical Centre for attention throughout the school day.

Ms Vicki Bellinge. vicki.bellinge@ggs.wa.edu.au or medical@ggs.wa.edu.au
Ph. 08 9377 9211

Inclusive education

Mrs Keralee Radi is the Director of Inclusive Education (K-12). Mrs Radi oversees the learning enrichment and STRETCH academic extension programs. The Inclusive Education Team provides targeted interventions and support for children with learning difficulties or other conditions that require support. Similarly, Gifted and Talented students are supported within class and through the STRETCH programs.

Keralee Radi: keralee.radi@ggs.wa.edu.au

Sport

The Director of Sport is Ms Janine Finnie. Who is responsible for the overall running of the Sports Program in the School. Mr Cam Knapton is our Sport Administrator / Sport Development Coordinator and can be emailed on cam.knapton@ggs.wa.edu.au. Information regarding training and fixtures can be located on the sport website: <https://www.ggs-sport.com/>

Co- Curricular

Ms Karlie Payne, the School's Director of Co-Curricular and experiential Learning is responsible for the coordination of all co-curricular activities and clubs (K-12). In the Preparatory School, these activities include, Year 2-6 Camp Program, and the Clubs Program.

Karlie Payne: co-curricular@ggs.wa.edu.au
Ph. 9377 9235

Other important information and contact details can be found on the School website under the Parent Hub section, [Parent Hub - Guildford Grammar School \(ggs.wa.edu.au\)](http://www.ggs.wa.edu.au/parent-hub).

Here you will find the online calendar and information for amenities and services such as:

- The Weekly Bulletin
- The Clothing Shop
- Bus services
- Flexischools (cashless student account system)

Other useful School contacts		
Principal	Mr Peter Allen	Amber.Harvey@ggs.wa.edu.au
Head of Preparatory School	Dr Holly Miller	holly.miller@ggs.wa.edu.au
Deputy Head of Preparatory School	Mr David Taylor	david.taylor@ggs.wa.edu.au
Head of Junior Primary (K-Y2)	Ms Ashleigh Liggett	ashleigh.liggett@ggs.wa.edu.au
Head of Senior Primary (Y3-Y6)	Ms Deanna Graber	deanna.graber@ggs.wa.edu.au
Head of Senior School	Mr Brad Evans	brad.evans@ggs.wa.edu.au
Deputy Principal – Learning Leadership & Transformation (K-12)	Mr Bruce Derby	bruce.derby@ggs.wa.edu.au
Deputy Principal – Wellbeing & Student Experience (K-12)	Ms Julia McGibbon-Briggs	julia.mcgibbon-briggs@ggs.wa.edu.au
Chaplain	Reverend James Stephenson	james.stephenson@ggs.wa.edu.au