

## **FAMILY LIAISON OFFICER – WHAT DO I DO AT POT KILN PRIMARY?**

Hi. I am Emma Bird and I am Pot Kiln Primary's Family Liaison Officer.

I am here to help, to listen and to support you as families in our school. I can support you with issues around housing, debt, issues with your child/children such as school refusal. What I don't have is a magic wand however, and it is my role to support you to make the changes or to make the contacts you need to help you in your daily lives.

I work 08:30-3:00 in school, but am available from 3:00- 4:30pm daily via email too.

I have a small office opposite the main reception of the school but often use the Meeting Room or Welcome Room for meetings with families and other professionals. I am not a teacher, but really enjoy supporting children inside school too. Projects which I have led are things such as supporting children to come into school, supporting children with their mental health needs and being that shoulder if needed to the children.

Please feel free to contact me during the school term on [emma.bird@potkiln.net](mailto:emma.bird@potkiln.net) – however you see family, I am here to help!



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