



Email Policy

Communication is most effective person-to-person where the full range of language and meaning is expressed through eye contact, tone, pitch, and other social cues. For this reason, we request that emails be used for informational purposes and not as a forum for discussion and debate. Disputes or disagreements are best addressed in a medium other than email, such as a face-to-face meeting.

SunRidge teachers use a class email group list to communicate with parents. This email list is for the classroom teacher's use for sharing information regarding class news, events, and other class-specific communications at the teacher's discretion.

If a parent wishes to send a group email to parents and/or teachers, it is the school's policy that a prior request is made to the respective class teacher or the director. For example, the class parent may, at the direction of the teacher, send out a group email regarding an upcoming class event. Email is a quick, convenient way to communicate and reduces paper use. To ensure that messages don't confuse or exclude others, it is important to keep in mind "best practices" for email etiquette within our community. Keep email language brief, specific, objective, and solution-oriented.

The SunRidge directory is provided to facilitate communication between members of our community for sharing information such as assignment due dates, social invitations, and arranging carpools. Please respect that our directory is for the use of SunRidge community members for school related business only and should not be used for promotional, marketing, solicitation, political purposes, or dispute resolution.