



8<sup>th</sup> January 2018

Dear Parents & Carers



**Improving School Communications with ParentMail**

Communicating with parents is an important part of what we do, making sure you get the correct information about activities, events and things that really matter is something we care about.

From January 29<sup>th</sup> 2018 we will be using ParentMail, a service used by over 6,000 schools, nurseries and children's clubs to communicate to parents. ParentMail will be beneficial to you because you can:

- Use a free mobile app on Android and iOS to pick up school messages instantly.
- Top up dinner money or pay for schools trips/items in just a few taps.
- Complete forms, give consent/permissions and give feedback on surveys.
- Keep on top of school meetings and events.
- Book parents' evening appointments.
- Notify us of an absence/medical appointment
- **All from one single application, rather than the multiple sources we have at present.**
- **ParentMail will replace ParentPay, our current school app and online booking system.**

Registering with ParentMail is very easy! On our first week back you will be sent either an email and/or text message from ParentMail, when you receive this please just follow the instructions in the message.

Please be assured that ParentMail is registered with the Information Commissioner and guarantees that all information you provide will be kept private and will not be passed on to any other organisation.

Once registered, if you have an Android or Apple smartphone, we highly recommend you download the ParentMail App for the best user experience. To do this, simply search for "ParentMail" in your App store.

If you need any additional information or assistance, please visit the help site:

<https://www.parentmail.co.uk/help/parenthelp/> or if you have not received any contact from ParentMail within 7 days please contact Mrs Turner in the school office.

Yours sincerely

Mrs Lidgard  
Head Teacher