

Dear Parent/Carer

**Ref: Messages Sent Home**

As you know we try very hard to keep parents regularly informed about what's going on at the school, however, sending paper letters home can be rather 'hit and miss' with some letters going astray on the way!

We are also increasingly aware of the environmental impact and substantial cost associated with the amount of paper and photocopying involved.

To help improve these areas we have signed up to a service called ParentMail®, which is used by over 2,000 schools across the UK to communicate with parents by email and text message. ParentMail will be beneficial to you because:

- Messages will get to you reliably
- We can send messages directly to mums, dads and carers at the same time
- You will quickly know about important or urgent messages
- We can tell you more about what's going on at school.

**To use ParentMail® we need to collect your email addresses and mobile numbers and we would ask you to complete the form below and return it to Reception.**

Please be assured that ParentMail® is registered with the Data Protection Registrar and guarantees that all information supplied will be kept private. There is also NO advertising associated with the scheme.

If you have any further questions, please contact Mr Goodwin (Assistant Headteacher) at the school.

Yours sincerely,

Elizabeth Hitch (Mrs)  
Head Teacher

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I give / do not give (please delete as appropriate) my permission for my email address and mobile number to be registered with ParentMail®.

Parent/Carer's Name(s) \_\_\_\_\_ / \_\_\_\_\_

Student Name(s): \_\_\_\_\_ Form \_\_\_\_\_

\_\_\_\_\_ Form \_\_\_\_\_

Email Address(es) 1) \_\_\_\_\_

2) \_\_\_\_\_

Mobile Phone Contact 1 \_\_\_\_\_ Relationship: \_\_\_\_\_

Numbers: Contact 2 \_\_\_\_\_ Relationship: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

\* Additional email addresses and/or mobile numbers can be written overleaf if required.