

January 2010

Dear Parent/Guardian

**New Communication System Developments**

Following upgrades to our School IT system, we are now able to offer additional means of communication to parents in the form of text messages and/or emails. This will enable us to send messages to parents to remind them of forthcoming events such as Parents' Evenings or problems the school may have with exceptional circumstances as with the recent bad weather.

This will be additional to our plans to provide parents with the ability to login to a website and view information on their child's progress and information from the school, with effect from September 2010.

Should you wish to make use of this extra text messaging/email service, please tick the box below and return this letter with the relevant sections completed to your child's form tutor.

I would like to use this additional service (text messaging/emails)

Signed:.....Parent/Guardian

<b>Student Name</b>	
<b>Form Tutor</b>	
<b>Year Group</b>	

At this time we are only able to make this service available to two parents/contacts. Please complete the details below of the one or two contacts.

<b>Contact 1</b>	
Name	
Relationship to Child	
Mobile Number	
Email Address	
<b>Contact 2</b>	
Name	
Relationship to Child	
Mobile Number	
Email Address	

Thank you for your support with these developments which will not only improve our communication systems but also respond to the requests we have had from some parents to provide this facility.

Yours sincerely

Mrs A Addison  
Headteacher