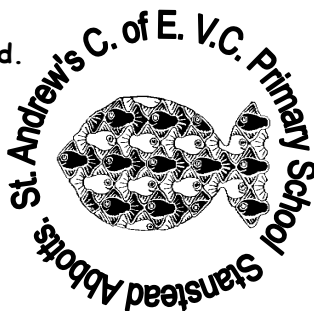


Headteacher: Mrs. Rosemary Woodall B.Ed.



St. Andrew's C of E VC Primary School
Mill Race
Stanstead Abbots
Nr. Ware
Hertfordshire
SG12 8BZ

Web: www.standrews323.herts.sch.uk

Telephone: 01920-870097
Fax: 01920-872556
email: admin@standrews323.herts.sch.uk

Dear Parents

Re: _____

PARENTMAIL

We are constantly trying to improve communication between school and our parents and correspond as frequently as possible to keep everyone 'in the loop'. We are also aware that occasionally when sending written information home, letters can go astray.

It has come to our attention that your child(ren) is/are currently not registered on Parentmail® either by a parent's mobile number or by an email address. Please can we request that wherever possible **all** children are registered – by both methods if possible. If you cannot be contacted by email, please could you confirm this on the form so that we can update our system accordingly.

Please be assured, the Parentmail® service is registered with the Data Protection Registrar and guarantees that all information supplied will be kept completely private and confidential and will not be shared or passed on. There is also NO advertising associated with the scheme. Their full terms and conditions can be found at www.parentmail.co.uk/terms.

Please can we ask you to complete the permission slip attached and return to school to register your child(ren). Any amendments to mobile numbers after submitting the form should be notified to the School Office in the normal way and we will then update your Parentmail information in school.

We will, of course, provide paper letters for those parents who do not have access to the Internet. We would, however, strongly encourage parents to take advantage of the service available if they can and even providing a mobile number can save considerable time for office staff in trying to contact parents with non urgent information.

Thank you.

Yours sincerely

Rosemary Woodall
Headteacher

Parentmail® Scheme

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Children (s) Names: _____ Year: _____

Year: _____

Year: _____

EMAIL SERVICE

I / We are able to receive information via email and give my / our permission for my / our email address to be registered with Parentmail®.



Parent Name / 1st Contact : _____

My email address: _____

Signed: _____ Date: _____

Parent Name / 2nd Contact: _____

My email address: _____

Signed: _____ Date: _____

TEXT SERVICE

I / We are able to receive information via text and give my / our permission for my / our mobile numbers to be registered with Parentmail®.



Parent Name / 1st Contact : _____

Mobile Telephone No: _____

Signed: _____ Date: _____

Parent Name / 2nd Contact: _____

Mobile Telephone No: _____

Signed: _____ Date: _____

OR

I / We are unable to receive letters or text messages via internet or mobile and do not give permission for my / our email address and mobile number to be registered with Parentmail®.



Signed: _____ Date: _____