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Cavendish Junior School
Edmund Street
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Headteacher
Miss Nicola Marlow



Friday, 08 March 2019

Dear Parents/Guardians

Improving School Communications with ParentMail

Communication 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 18 March 2019 we will be using ParentMail, a service used by over 6,000 schools, nurseries and children's clubs to communicate with parents. ParentMail will be beneficial to you because you can:

- Use a free mobile app on Android and I Phones to pick up school messages instantly.
- **Pay dinner money or pay for school trips etc in just a few taps**
- Complete forms, give consent/permissions and give feedback on surveys
- Keep on top of school meetings and events
- And much, much more!

Registering with ParentMail is very easy! Over the next few days 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. This will replace the School Jotter app as our main method of communicating with parents.

If you need any additional information or assistance, please visit the help site:
<https://www.parentmail.co.uk/help/parenthelp/>

If you have not received any contact from ParentMail within 14 days, please contact Mrs Wood in the school office.

Yours sincerely

N. Marlow

Nicola Marlow
Headteacher

