

Dear Parent

ParentMail

As a school, we are always seeking ways to improve the service we offer you and your children. In particular, one of our current priorities is to improve the quality and reliability of communication.

However, sending written information home can be rather 'hit and miss', with information often going missing on the way! We are also increasingly aware of the environmental impact of the amount of paper we use.

We recently became aware of a service called ParentMail® which enables schools to send messages direct to parents by email and text messages. The service is already being used by more than a thousand schools around the UK. We introduced this system to our new intake which has proven very successful and we would like to extend this service to the rest of the school.

In order to use ParentMail® we need to collect parent email addresses and mobile numbers and would ask you all to complete the form below. Please be assured, the ParentMail® service is registered with the Data Protection Registrar and guarantees that all information supplied will be kept completely private. There is also no advertising associated with the scheme.

Important.

School messages will be sent from the email address [messages@parentmail.co.uk](mailto:messages@parentmail.co.uk) Please make sure you add this address to your email address books (or approved sender list) in order to prevent messages being blocked by your SPAM/JUNK filters.

Yours sincerely,

Head Teacher

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I am able / not able (please amend) to receive information and give / do not give permission for my email address & mobile no. to be registered with ParentMail®.

Parent Name/s \_\_\_\_\_/\_\_\_\_\_

Children/s names \_\_\_\_\_ Form/class \_\_\_\_\_

Email Address \_\_\_\_\_/\_\_\_\_\_

Mobile Telephone numbers \_\_\_\_\_/\_\_\_\_\_

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

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