

Fulston Manor School

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Academy Trust Registered in England: Company No. 7343725

SBE/NVF

29th January 2016

Dear Parent/Guardian

RE: CHANGES TO PARENT COMMUNICATION SYSTEM

I am writing to advise you that we are introducing a new parent communication system, which will replace the existing ParentMail system. The new system, InTouch, will take effect from Thursday, 11th February 2016.

InTouch provides a school to home communication service from our School Management System to ensure that parents/guardians receive information via e-mail or text.

Unfortunately, it is not possible to transfer parent/guardian information from ParentMail to InTouch and we will therefore be sending home a 'checking sheet' next week asking parents/guardians to check the information currently held on our management system for students. InTouch will be used for the student's primary contact(s), i.e., parent(s)/guardian(s) of the student's home address.

Thank you for your support as we make these improvements to our school to home communications system.

Yours faithfully

Mr N G Tiller
Deputy Headteacher