

Metropolitan Borough of Sandwell
ST JAMES CE PRIMARY SCHOOL



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Headteacher: Mrs C McGregor

13 February 2020

Dear Parents/Carers

Following on from the introduction of our new website and in a move to improve home-school communication we would like to request an email address that we can use to contact parents and carers.

With the growth in e-mail, smartphones and general home computer use, we have noticed this is the preferred method of communication for many parents now.

There are benefits for all parents and carers adopting this method of communication. Communicating with home directly via email is far more reliable and far faster than depending on pupils to deliver letters and notices home. I am sure we have all found letters that are weeks old at the bottom of a school bag!

By using email we will be able to offer much better frequency of information which will help to keep parents/carers better informed. We would like to start emailing letters, newsletters and letters home as well as publishing copies on the website. Therefore, it is vital that we have updated e-mail addresses if we are to communicate with you effectively.

In addition to the above, to enable the school to send out 'group' texts, we will be using your mobile phone number as our first point of contact. We ask that you supply a mobile number if we do not already have one.

Please complete the slip attached and return to school as soon as possible, or provide the requested information by emailing contact.us@stjamespri.uk. We will still continue with our present system for those parents who express a preference for paper-based communication but the benefits as outlined above are undeniable, and we hope that you will join us in these efforts.

Yours sincerely



Mrs C McGregor
Headteacher

Parent / Carer of:	
Class:	
Email address:	
Primary mobile number:	