June 2016

Dear Parents and Carers

Parentmail

Corbridge First School has used Parentmail for a number of years now. This facility allows you to receive letters and reminders from school direct into your home and/or work email accounts helping us to communicate with parents and carers more effectively. Please be assured that Parentmail is registered with the Data Protection Registrar and guarantees that all information you provide will be kept private and will not be passed on to any other organisation. There is also no advertising associated with the scheme.

We are also increasingly aware of the substantial cost and environmental impact associated with the amount of paper and photocopying involved in communicating with parents/carers. We therefore, no longer routinely also send out a hard copy of whole year/school group messages sent via Parentmail. If you do wish to receive a paper copy of messages sent out via Parentmail please let the school office know by emailing admin@corbridgefirst.northumberland.sch.uk or telephone 01434 632534.

In order for us to register you with Parentmail please complete and return the attached form. Even if you have a child in school already you must complete and return the attached form for your child that is due to join us in September so that they can be added to the system.

Important: when you start using Parentmail, email messages will be sent from messages@parentmail.co.uk – please add this address to your email address book (or approved sender list) to prevent messages from being blocked by your SPAM/JUNK filters.

Yours sincerely

J. Ainsley

Miss J Ainsley
<u>Head Teacher</u>

Note for Reception parents: if you child currently attends Corbridge First School nursery, it would be helpful if you could still complete the attached form to allow us to ensure that your Parentmail contact details are up to date.

CORBRIDGE CHURCH OF ENGLAND FIRST SCHOOL

PARENTMAIL REGISTRATION – NURSERY AND RECEPTION 2016-17

I would like to register for Parentmail – please include details of parents/carers to be registered.

Please print:

Child's Forename	Child's Surname	Year (Nursery/ Reception)	Date of Birth	Parent Forename	Parent Surname	Email address	Mobile phone number