



Head Teacher Mr Paul Brockless Deputy Head Mr Martin Lees
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Dear Parents / Carers

3rd October 2017

Email Communication

In the future we will be introducing an electronic system of communicating with parents and will be sending out letters via email. This will enable the school to spend more on the curriculum and help save the environment. General letters will continue to go on our website.

Please complete the reply slip below with your email address **or** tick the box if are unable to receive correspondence electronically and return to the school office. If a second parent living at a different address would like to receive letters electronically please also provide an email address for them.

Thank you in advance for your cooperation.

Yours sincerely

Paul Brockless
Head Teacher



Email Communication

Name of Child _____ Class _____

Name of Parent / Carer _____

Email Address _____

Name of Second Parent _____

2nd Parent Email Address _____

I am unable to receive electronic correspondence and therefore would like to receive paper copies.

Signed _____ Date _____

