

27th March 2013

Dear Parents / Carers,

Re: Parentmail

You have previously received a letter informing you that Wadham was in the process of implementing a new system of communication with parents / carers involving the use of e-mail and text messaging. The letter said that we would be using the e-mail addresses and mobile phone contact numbers that we already hold in school unless you told the school that you did not wish to be contacted in this way.

Therefore from today we will be contacting you by e-mail rather than sending paper copies of letters and documents home (unless you have asked us to not do so). Please check your e-mails regularly to ensure that you see all correspondence swiftly once it has been sent to you.

If you change e-mail address or mobile phone number, you should change the information on Parentmail and also inform the school so that we can keep all contact details up to date.

If you have any queries, please do not hesitate to contact me.

Yours sincerely,

S. Taylor
Business Manager