



WE NEED YOUR NUMBER And EMAIL ADDRESS!

We are taking part in an initiative to improve the way the school communicates with parents but we need your help to make it work. We are in the process of moving our messaging service to Groupcall and need to update our information.

I am sure you can appreciate that the school needs to send you lots of information about your child, their class and the school in general, throughout the year.

As you know we send text messages to parents' mobile phones. This means that we can pass a message to groups of parents quickly and easily.

Nothing can replace a telephone call when it is needed and so mobile text messaging will only be used in appropriate situations. Examples of this might be:

- Unexplained absence from school
- Changes to school meetings or events
- Cancellation of after school activities
- Class trip reminders
- School closures of any kind
- Reminders for notes when pupils are absent

It will now be much easier for us to get information directly to parents and be confident that the information has arrived.

The facility does allow us to ascertain whether the text message has been received by your mobile phone. If it was switched off and the message could not be delivered, the system could attempt to contact you by other means.

Would you please provide school with details of the mobile number you would like us to use and state which member of the family (they must have parental responsibility) this belongs to. This will not replace any of the other emergency numbers you have provided. Also please provide an email address for correspondence to be sent to.

To allow us to make best use of this facility, it is important that you keep us updated of changes to any of your contact numbers and email addresses.

Kindly complete and return the attached form – one for each child.

Thank You

Mrs Townson (Office Administrative Assistant)

Shared/admin/groupcall/ParentDataCollection.doc



Groupcall Contact Details Form

CHILD'S NAME : _____ YEAR/CLASS : _____

PARENT'S NAME : _____

DATE : _____

Contact details on which to receive Groupcall messages (this person must have parental responsibility i.e. legal rights, duties, powers and responsibilities for the child)

MOBILE PHONE NUMBER : _____

EMAIL ADDRESS : _____

Is there a need for another person with parental responsibilities to also receive Groupcall messages? If yes please enter their details below.

NAME : _____

Relationship to the child : _____

MOBILE PHONE NUMBER : _____

EMAIL ADDRESS : _____

PLEASE TICK IF YOU DO NOT HAVE A MONBILE PHONE NUMBER

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PLEASE TICK IF YOU DO NOT HAVE AN EMAIL ADDRESS

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Please put any comments below:

PLEASE RETURN COMPLETED FORM TO THE SCHOOL OFFICE