



*Believe **E**ngage **A**spire **N**urture your child's **FIELD** of dreams*

22nd November 2019

Dear Parents/Carers,

We are always working hard to respond to feedback we receive from parents in order to make communication between the school and the home as easy and as transparent as possible. It has come to our attention that, on occasions, large numbers of letters are being sent home on the same day which can often cause confusion and, if letters are lost, important information is being lost.

As we are also striving to be a more environmentally friendly school, we would like to offer parents and carers the option of receiving letters from school electronically.

In order for this to happen, all we need is an **email address that you regularly check**. To ensure that you receive the communication on time we advise parents/carers to use the email address linked to their mobile phone or to add the email access to their mobile phones with notifications turned on. If you cannot access emails on your phone we would advise you to regularly check your emails on another device such as a tablet.

Please save our Pupil Asset email address to your email contacts. This will ensure any communication is not considered to be spam mail and therefore sent straight to your junk mail folder:

[**beanfieldprimaryschool@pupilasset.co.uk**](mailto:beanfieldprimaryschool@pupilasset.co.uk)

If you would like to receive letters via email please complete the slip below and return to the school by Friday 13th December.

Yours sincerely,

Mrs Samantha Eathorne
Associate Principal

Sign Up to Receive School Communication Electronically

Child's Name: _____ Class: _____

Parent/Carer Email Address: _____

Parent/Carer Signature: _____ Date: _____

Nurturing the citizens of tomorrow through our Community Code:

Freedom Tolerance Responsibility Respect Pride