



Dear Parents / Carers

### **Improving School Communications with ParentMail**

Communicating with parents is an important part of what we do, making sure you get the correct information about activities, events and things that really matter is something we care about.

At Cardinal Newman we use ParentMail, a service used by over 6,000 schools, nurseries and children's clubs to communicate to parents. ParentMail will be beneficial to you because you can:

- Use a free mobile app on Android and iOS to pick up school messages instantly
- Pay for School trips
- Top up dinner money
- Complete consent forms
- Purchase school ties and maths equipment
- Purchase revision guides
- Reporting your Child's absence from School
- Book Parents Evening Appointments
- Give consent/permissions and give feedback on surveys.
- Update the School with new phone numbers / email addresses / home addresses and much, much more!

Registering with ParentMail is very easy! Before the end of the summer term in Year 6 you will be sent either an email and/or text message from ParentMail, when you receive this please just follow the instructions in the message.

Please be assured that ParentMail is registered with the Information Commissioner and guarantees that all information you provide will be kept private and will not be passed on to any other organisation. Once registered, if you have an Android or Apple smartphone, we highly recommend you download our own branded ParentMail App for the best user experience. To do this, simply search for "ParentMail" in your App store.

If you need any additional information or assistance, please visit the help site:

<https://www.parentmail.co.uk/help/parenthelp/> or if you have not received any contact from ParentMail before the end of the summer term please contact the school office.

Yours sincerely

Mrs M L Chappell  
Deputy Headteacher