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21st September 2017

Dear Parent/ Carer,

Our School Council made up of class representatives want to make sure that Leominster Primary School is an environmentally friendly school and have recommended that we cut back on our paper usage by using non-paper methods to send information home.

As a result of the School Council's recommendation we have decided that if we have the email addresses of parents and carers, letters and newsletters will be delivered via the Parentmail app. We will also place letters on the school website www.leominsterprimaryschool.co.uk for parents to access as well as putting copies in the reception office foyer.

If you have difficulty accessing email, we shall continue to send you paper letters; **please state below if you still need paper copies.**

It is essential that we have an up to date email address in order for you to receive letters and newsletters using the free Parentmail app. Please complete the slip below with your email address and include your mobile telephone number in case we have any queries. Should you change either your mobile number or email you will need to log onto your Parentmail account to make the changes in addition to notifying the office.

Letters which require a permission slip signing will still be sent home in paper form with the children.

Yours sincerely

Tim Mamak
Headteacher



Parentmail - Please return to the school office, please print clearly; thank you.

Pupil(s) Name..... Class(es).....

Parent/Carer Name.....

Email address.....

OR

I still need paper copies sent home