

School App

Dear Parents,

We are trying to streamline communication between home and school. From September we will try and have as much communication between home and school via our school app. Please see on the back of this letter the attached diagram as to how we intend this to work. If parents are not sure about any of the instructions then please contact the school office. Once up and running we hope that this will make communication easier for you and for us at school.

Letters will appear in the news section and a push notification will be sent when there is something you need to read. The text messaging system will be replaced by the alerts function. The personalised home/school diaries will still be used to communicate personal care and dietary information, when requested. All permission forms, we will try and complete online, and a push notification will direct you to complete this.

Please visit the “More” section and familiarise yourself with the forms, surveys and settings

Forms– Appointment notification, please complete when you get appointments, these will go directly onto our online calendar, meaning you don’t need to write in home/school books or phone up.

Parents Contact Details, please update if you move house or get a new mobile number

Absence report– please complete if your child will be absent, this will come directly to the office

Trips and Visits permission– please complete at the beginning of the year, you will need to complete additional permission forms in the case of your child attending a trip which is deemed dangerous, e.g. water sports, or a trip taking place outside of school hours e.g. arriving back at school at 5pm.

Surveys-We will send surveys home when we need to gain information from parents, such as if you will be attending a parents meeting, dates and times for parents evenings etc. A notification will be sent to you to tell you a survey needs completing

Settings– Channels, this allows you to subscribe to the channels which you need to know about, i.e. if your child is in S1 and goes to Monday night film club and Wednesday night musical theatre, you would want to get notifications from only those channels.

If, however, you wish to opt out of all communication via the app, please let the school office know and we will send letters home just to you, via your child.

Yours sincerely,

M Hilton
Headteacher