

St John Plessington Catholic College

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Dear Parent

Improving School Communications with ParentMail & Payments to College

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.

From **Monday 10th February 2020** we will be using 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.
- Receive emails instead of letters
- Top up dinner money or pay for schools trips/items in just a few taps.
- Complete forms, give consent/permissions and give feedback on surveys.
- Keep on top of school meetings and events.
- Book parents' evening appointments.
- And much, much more!

Registering with ParentMail is very easy! Over the next few days 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.

The launch of the payments part of ParentMail (PayPlus) will be live from **Monday 17th February**, so please register now so that you receive our communications. We ask you not to make any lunch payments on **ParentPay after Friday 14th February**, as balances will be moved over to the new system ParentMail (PayPlus).

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 the 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 within 7 days please contact the school main office.

We have a ParentMail Parent Welcome Pack available on our website (link below). This pack is to help you understand the benefits of ParentMail, what this means for you and to provide you with some tips on getting started. <https://www.stjohnplessington.com/sjp-news/parentmail>

Yours sincerely

Simon Rylance
Head Teacher

