



6th November 2019

Dear Parent / Carer

Re: Communication

Many thanks for your support so far this term. Our school is such a vibrant place and the children are an absolute joy! Please note the following points regarding communication:

- Parentapps Connect – the app was updated before the summer break and letters were sent out regarding the change. There were a few teething problems but these have now been rectified. If you are having any issues with the app, please contact the school office and the ladies will be delighted to help.
- Parentpay – not only is this used as our cashless system, we also send messages, emails and reminders through Parentpay. Please ensure that your email address is up to date on Parentpay.
- MarvellousMe – This is an excellent app that informs parents of what their child is up to and what they have achieved. Messages are also sent via this app.
- Twitter - @ctkrcps, we use Twitter to show parents what we have been up to, what we have achieved and to celebrate what is going on at our school.
- Website – all mailings sent out to parents are put onto the website as is the calendar of events with events known at the time. Please check the website for regular updates and additional events as arranged.
- As the pupils move into KS2, teachers also verbally tell pupils information to pass onto their parents. This is normally then backed up by an app the following day.
- If letters are sent out, please make sure you also check the reverse of the letter as sometimes we use both sides to save paper.

Please ensure you check your child's bags daily for any letters or information relevant to school.

I would urge all parents to ensure that they have access to the many ways in which we communicate as a school. Should you need further clarification the door is always open.

If you have any queries, please do not hesitate to contact the school office.

Yours Sincerely

Mrs N Potts
Headteacher