



**Richmond Hill Primary Academy
Voluntary Academy**

Principal Mrs D Secker
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30th March 2017
Dear Parents/Carers

RICHMOND HILL APP

In an ongoing effort to improve communications with parents, we have been investigating the introduction of a Richmond Hill App. We are pleased to inform you that the App is now live and can be downloaded on mobile devices e.g. phones/tablets by searching 'myschoolapp' in the App Store/Google Play Store.

The App is easy to navigate, but an information guide to get you started is printed on the reverse of this letter. Some of the features of the App will allow you to:-

- View letters/documents
- Report your child's absence
- View the school calendar
- Receive push notifications so you can keep up to date with school news and alert you if a new letter/document has been posted
- Browse through our gallery of photos from school events

Live from September 2017:-

- Complete consent forms and submit directly to school (e.g. parties/discos/visits)

Letters/newsletters etc will now be sent to parents via the App and in the majority of cases paper copies will not be distributed. However, until the consent form part of the App is live in September, all letters requiring a signed consent form will also be distributed in paper form.

We understand that a minority of parents may not wish to access the App. Please complete the reply slip below only if you would prefer an alternative method of communication.

Yours sincerely

Debbie Secker
Principal

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If applicable please complete and return to the Academy Office by **Monday 3rd April 2017**

Richmond Hill App

I will not be using the Richmond Hill App. Please contact me to discuss an alternative method of communication

Name of Child:- _____ Class:- _____

Name of Parent:- _____

Signed:- _____ Person with Parental Responsibility

The Rose Learning Trust.



TRANSFORMING FUTURES COLLABORATIVELY