



THE DOWNLEY SCHOOL

"Learning, Growing and Succeeding Together"

Ref:parentmail.permission

Dear Parents/Carers,

Home/School Communication

We always try very hard to keep parents informed of what is happening in school but are acutely aware that sending written information home is not the most effective means of communication. Paper copies often get lost or mislaid. We are also conscious of the amount of paper we are generating and would like to reduce this if possible.

To help achieve this reduction and make communicating with you more efficient we use the services of a company called ParentMail® which enables us to send letters and messages to you directly using email. The service is currently used by more than a thousand schools around the UK, including some Bucks high schools.

In order to do this we need your permission to pass ParentMail® your email address and would ask you to complete and return the form attached. In addition, we would like you to include your mobile telephone number as we can use the services of ParentMail® to send you a text message if an emergency should arise and the school has to close.

Please be assured that ParentMail® is registered with the Data Protection Registrar and guarantees that all information supplied will be kept completely private. There is also NO advertising associated with the scheme.

With best wishes,

Mrs S Webb
Headteacher



Headteacher: Mrs S Webb
Faulkner Way, Downley, High Wycombe, Bucks HP13 5AL
Tel: 01494 527033 Fax: 01494 474485 Email: office@downley.bucks.sch.uk
Web: www.downley.bucks.sch.uk



PARENTMAIL® PERMISSION FORM

- ☐ I am able to receive information by e-mail and give permission for my e-mail address and mobile phone number to be registered with ParentMail®

Main e-mail address:

Main mobile phone number:

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- ☐ I am not able/do not want to receive information by e-mail

SIGNED:.....(Parent/Carer) **DATE:**.....

PARENT NAME:.....

CHILD'S NAME: **CLASS:**.....

CHILD'S NAME: **CLASS:**.....

CHILD'S NAME: **CLASS:**.....



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