



**PLEASE COMPLETE AND RETURN TO SCHOOL**

May 2021

Dear Parents and Carers

## **EMAIL COMMUNICATION, TEXT MESSAGING AND ONLINE PAYMENTS**

We use cost effective and immediate services for parents and carers to receive letters and messages from school and PTFA, we also provide a facility to make payments online for school activities and visits that require a voluntary contribution or payment.

These services offer the following benefits:-

- All forms of communication reach you reliably
- Letters and messages can be sent to both parents or carers at the same time
- You quickly receive important or urgent information
- We are able to tell you more about what is going on at school
- We all reduce the environmental impact from producing paper copies
- Payments can be made by you online via a cashless system

In order for this to be fully effective, we need your most up to date information and request your email address/es and mobile telephone number/s.

**The service we use is registered with the Data Protection Registrar and guarantees that all the information you provide will be kept private and will not be passed on to any other organisation.**

We hope that you will support us in providing the information we require which we will pass on to the service providers. We will, at the same time, be updating the school's database.

If you have any queries or concerns about this arrangement, please do not hesitate to contact us or place a comment in the box on the form when you return it to us. This is especially important if you can only receive paper copies of letters. Those families who do not have internet access or text facility will be able to make payments by debit card using a payment slip which we will provide and you can use at any outlet displaying the PayPoint sign (please see list overleaf).

If you experience any problems with these systems or **wish to opt in or out, at any time, please let us know and we will be able to assist you.**

Yours sincerely

Mr S Fuller  
Headteacher

## LOCAL PAYPOINT OUTLETS

Premier – Bargates News	109 Bargates
Shell Garage	58 Barrack Road
One Stop Stores	125 – 127 Barrack Road
Londis	108 – 110 Stour Road
Texaco, Fairmile	204 Fairmile Road
Co-op	202 Fairmile Road
Nisa Local	1-2 Marlow Drive
Premier Stores	117 Purewell



**You have the right to withdraw your consent at any time and can do this by informing a member of the admin team in the school office.**

If you have any additional comments then please use the box overleaf.

FOR OFFICE USE ONLY Database updated
Date .....

Additional comment (if any)
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