

Ormesby Village Infant & Junior Schools Federation

Headteacher: Mr. Bradley Young



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Dear Parents/Carers,

16th December 2022

Successful communication is an important element for our Federation of Schools in order to help you all stay up-to-date with what exciting events we have planned. We deliberately use several approaches of communication to ensure nothing is missed. This is not to confuse or give parents more things to juggle, but to ensure systems are backed up should one not be effective. To reduce paper and ink costs, we are moving away from printing letters in favour of communicating more directly with parents. This letter is to remind you of all the communication lines we have.

Firstly, can we encourage you all to ensure you are checking your text messages and emails (including Junk folders in case emails have diverted to there) thoroughly. To stop emails going into Junk folders, simply add our system's address to a list where it is regarded as a safe sender. Please ensure you open all attachments within sent emails should there be any. Fortunately, our email and text system enables staff to check whether emails have been delivered accurately and moreover it informs us whether these have been read and whether attachments have been opened by their recipients. If contact details have been changed, please ensure you have given the schools your current mobile telephone numbers and email addresses.

Any key letters we send out are placed on our school websites under the Letters Home tab. Alongside these, we also have a calendar of events, which lists everything that is up-and-coming.

Teachers may also send additional reminders or messages via Class Dojo to their class of parents. Furthermore, teachers, including the Headteacher, have a Class Blog found under the Parents' Information tab on our websites as a reminder tool to highlight different things each week.

We feel we have several direct and support avenues to share information with you all, so please ensure you are checking them all frequently to avoid missing anything.

Have a wonderful Christmas and New Year and we look forward to seeing you all again next term.

Yours sincerely,

Ormesby Village Infant and Junior Schools Federation

