Witton Church Walk CE Primary School
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*'Where Every Door is Opened and Every Gift Unlocked'*

Head teacher: Mrs K Magiera
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2nd February 2018

Dear Parents/Carers,

**Re: OurSchoolsApp – Text Message In service**

Since moving over to Call Parents for our texting service, Truancy Call for our attendance monitoring service and OurSchoolApp for our general notifications, I would like to inform you about our Text Message In service for parents.

Our school has decided to install an automatic communication system that will allow you to contact us directly by text message, to keep the school up dated with any general information.

Your schools dedicated mobile number is: 07537436364

You would just text this number normally just like texting friends and family, please confirm your child's full name and class when texting the school.

We, as the school will be able to text back using the system if you need a reply, however the aim is to free up time in the office, and is just another arm of communication between the parent and the school.

The information below is a reminder of the OurSchoolsApp service, how to install it and how it can help to keep you up to date with events in school.

OurSchoolsApp is a personalised app for our school and will allow us to keep you all updated with school information, news, calendar events and contact information.
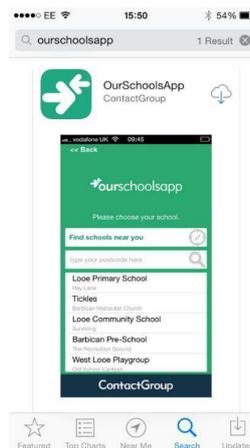
If you have a smartphone (Android or iPhone) you can download OurSchoolsApp from Google Play Android or the Apple Store for FREE. Access is also available on a tablet and iPad by following the same download process.

When we update OurSchoolsApp with new information or news about the school, a push message notification will automatically be sent to your device to inform you of this update. You can then view the notification which will then take you directly to our app.

Instructions for download:

1. Using your device (iPad, iPhone, smart pad, tablet or android phone), visit the relevant marketplace for your product (Apple Store or Google Play).

2. Search for **'OurSchoolsApp'** and download the app.

3. Once downloaded, us the search bar within the app and enter the postcode or the name of the school.

4. Hit the search button.

5. Once you see the school name displayed, just touch the screen on the school name.

6. Confirm your choice by pressing 'OK'.

7. You will now be presented with the correct app for your chosen school which contains news, information, calendar events, contacts and any other relevant details.

We hope you enjoy using the app and find it as useful as we hope it will be.

Kind regards

Mrs K Magiera