

22 February 2015

Dear Parent/Carer

Important Parental Contact Details Check and Parental Engagement at Outwood Bydales

I am writing to ask for your support with regard to maintaining accurate emergency and other contact details for all students on our management information system (MIS). You will appreciate that it is important that we are able to contact parents/carers as the need arises, in a number of ways. I strongly believe that the ease of such parental engagement makes a huge difference to the achievement of our students, as home and school work together effectively to support each other.

With this letter is a Data Collection Sheet with an envelope for its return. I would be grateful if you could check, sign and return this sheet as soon as possible, to your child's VMG tutor (not the school office).

Data Collection Sheet

This shows the contact information and other details, such as medical, that we currently have on our MIS for your child. I would be very grateful if you could check it carefully, line by line, and annotate clearly where there are any changes, either by the entry that needs altering, or on the reverse if more space is needed.

In particular we are keen to record up-to-date email addresses which can be added to our parental emailing list. Please also check mobile phone numbers carefully, particularly as we have reinstated the use of text messaging to, for example, remind parents of important events such as parents' evenings.

It is important that every sheet is signed and returned, even if there are no changes to be made. This is the only way we can check that every sheet has made it home via students of course.

Parental Engagement via Social Media

The school has worked hard, alongside parents who regularly attend our Governors' Parents' Open Forum meetings, to find more efficient and effective ways to get information, news and reminders to parents. I would be grateful if you could take some time to consider whether any of these might help you stay in touch with what is happening at the academy, particularly if paper letters issued via students don't always make it home to you.

Parental Emailing List You can manually add your email address via this link <http://tinyurl.com/m9hwchd> to receive an email with a link to any letters that are issued, alongside reminders to key events.

Facebook If you 'like' and/or 'follow' our Facebook Page via <http://tinyurl.com/ht9czdj> you will see regular updates in your Facebook Home Page.

Twitter If you follow our Twitter Feed @OutwoodBydales you will also see regular updates in your Feed.

Thank you for your continued support, it is very much appreciated.

Yours faithfully



Andrew Wappat
Principal