

1<sup>st</sup> September 2018



Dear Parent,

From 4<sup>th</sup> September 2018, the Academy will be using ParentMail, a service used by over 6,000 schools.

Over the next few days you will be sent either an email and/or text message from ParentMail. When you receive this, just follow the instructions in the message.

Please be assured that ParentMail is registered with the ICO and guarantees that all information you provide will be kept private and will not be passed on to any other organisation.

Once registered, if you have an Android or Apple smartphone, I would recommend that you download the ParentMail App for the best user experience. To do this, simply search for 'ParentMail' in the App Store.

If you need any additional information or assistance, please visit the ParentMail help site: [www.parentmail.co.uk/help/parenthelp/](http://www.parentmail.co.uk/help/parenthelp/) or if you have not received any contact from ParentMail within 7 days, please contact Mrs. S. Lynn, [SLynn@eastwood.southend.sch.uk](mailto:SLynn@eastwood.southend.sch.uk)

Yours sincerely,

A handwritten signature in black ink, appearing to be "N. Houchen".

Mr. N. Houchen  
Principal