

29th September 2021

Dear Parents/Carers

Effective communication with parents has always been of paramount importance to us. As you may be aware we have been using WEDUC Communication, however from 1st October we will be moving to a new system called *SIMS InTouch* to communicate with parents electronically. The system enables us to securely send text messages, and emails direct to parents.

Parents you do not need to register to use this system. You will only receive texts, voice mail or emails if the school has up to date contact data on our SIMS management information system. How do we use the system?

The *InTouch* system is used in a number of ways. If a student is absent from school a parent will receive a text or voice message informing them on the first day of the absence. We will use SIMS In Touch for reminders regarding upcoming events such as report review days, parent teacher consultations and information evenings. For longer communications such as newsletters or visit information, the system will send an email.

You may receive other messages that are simply for information purposes only and these may neither require or allow a response. **Once you have received a text or communication from us, please save that number in your phone for Edmonton County.**

If you have any questions, please email info@edact.org.uk

Yours faithfully



Paul Miller
Head of School