



# Gorsemoor Primary School

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26<sup>th</sup> January 2017

Dear Parents,

As an ECO school, we are always trying to find ways of being more economical. Some of you may already know that we have recently set up a communication system where letters that your child would normally receive a hard paper copy can now be emailed out to you instead.

As always, letters will be available to view on our website and a text will be sent out to inform you that there is a new letter to view. If you wish letters to be emailed directly to you we can do this if you provide us with an email address on the slip attached. We know that, some parents will still like to receive hard copies of letters we send out; this is still possible but will be available for you to collect from the School Office.

Will you kindly fill in the slip below and indicate your wishes to us by **Wednesday 1<sup>st</sup> February**.

Yours sincerely

B S Heath  
Acting Headteacher

School Communications

\*Please delete as appropriate

Name of Child \_\_\_\_\_

Class \_\_\_\_\_

\*I would like/ would NOT like to receive email copies of letters

Email address (BLOCK CAPTITALS) \_\_\_\_\_

\*I would prefer to receive a hard copy of all letters that I will collect from the School Office

\*I would prefer to look at letters on the school website

