

# INTAKE FARM PRIMARY SCHOOL & NURSERY

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Headteacher: Mr Julian Fieldwick B.Ed (Hons)



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## EMAIL ADDRESS REQUEST

In a move to improve home-school communication we will shortly be adopting a paperless approach to contacting parents and carers.

With the growth in e-mail, smartphones and general home computer use, we have noticed this is the preferred method of communication for many parents now and will enable us to send any letters direct to your email.

We are trying to get all of our parents/carers to participate in the e-mail notification and it would be appreciated if you would please complete and return the slip below to enable you to be added to our address list. It will also enable us to make sure that we hold a valid e-mail address on your child's record.

Please be assured that we take our Data Protection and Safeguarding responsibilities very seriously. Your email address will remain confidential and you will only be sent letters and information relevant to our school and your child.

If at any time you change your email address or wish to remove it from the list please let us know.

Please complete and return the slip to the class teacher as soon as possible in order for you to receive email notifications and letters from school.

Kind regards  
Mr J Fieldwick

Headteacher

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## EMAIL REQUEST SLIP

I/we would like the following email address/es to be included on the mailing list:

Name of child..... Class.....

Email i) .....

Email ii) .....

Name ..... Signed .....

