

15<sup>th</sup> March 2019

Dear Parent/Carer,

We have been thinking about how we can be kinder to the environment and have decided that we will be emailing letters and newsletters directly to you. In order to do this, we need to have an up to date email address on record. Please complete the reply slip below and return to the school office by Friday 22<sup>nd</sup> March 2019 in order that our system can be updated.

If you do not have an email address on record, paper copies of letters, newsletters etc will be provided for you.

We will continue to send letters home to all parents/carers when a permission slip needs completion.

Please remember to view our website [www.newtonroadschool.co.uk](http://www.newtonroadschool.co.uk) where we post all letters and communication as a point of reference for you.

By emailing letters to you and keeping our website updated, this will help to ensure that you are kept up to date with school life more quickly, more efficiently and it will be kinder to the environment.

Kind regards

Miss K Mills  
Principal

1. Child's name: ----- Class: -----

2. Child's name: ----- Class: -----

3. Child's name: ----- Class: -----

4. Child's name: ----- Class: -----

Parent/Carer name: ----- Date: -----

Email address: -----

**Headteacher:** Miss Kerry Mills  
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NN10 0HH  
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