



# Llantwit Major School

## Ysgol Llanilltud Fawr

December 2013

Dear Parent/Guardian

### Improving Links with school

The school is always looking for ways to communicate better with parents as well as reducing our carbon footprint and, after a review of our current home/school communication system, we have taken the decision to move to SchoolComms. We believe this system will provide a more cost effective solution for both the school and parents, providing a two way communication to report your child's absence or simply as a more reliable way to receive correspondence from the school.

In addition, using the School Gateway App (which is available free for both Apple and Android phones), means two way communication is also free (If the app is not used your normal text charges will apply). Instructions to install this App are outlined below:

1. Go to your app store and search for "School Gateway" and download the app
2. Once downloaded, select the "I'm a New User" button; enter your email address and mobile number that we have on record for you. Select Send PIN and a PIN number will be text to your mobile phone
3. Log in with your email address and the PIN, your account is now active and you will receive instant notifications of messages in your notifications bar.

The school will use the email address and mobile number that we hold for the Priority one contact(s). If you want to confirm that we have your correct data please email the school on [llantwitmajorhs@valeofglamorgan.gov.uk](mailto:llantwitmajorhs@valeofglamorgan.gov.uk) or telephone on 01446 793301.

Parents who **do not** wish to be involved in communicating with the school in this way are asked to confirm their exclusion in writing. If you have any questions or concerns please contact the school office on 01446 793301.

Yours faithfully

**Dr V M Browne**

**Headteacher**