

Ref: ABR/TKE/Portal/119P

June 2023

Dear Parent/Carer,

I am writing to inform you that we will soon be launching a new online portal which will allow parents/carers, with parental responsibility, to access information relating to your child. It currently shows Attendance, Praise, Consequences, Praising Stars Reports and Timetables.

For parents/carers to be able to access the portal we require your email address. Following a recent data trawl, it shows that we currently do not hold an email address for you, therefore, in preparation for the launch of the portal, please can you send your email address to t.keates@brumby.outwood.com.

Please may we ask that you submit your response by **Wednesday 5th July 2023**.

Further information relating to the new parent & carer portal will be communicated over the next few weeks.

Yours faithfully

Teresa Keates

PA to the Head of School