



## School – Home communications

At Tanbridge House School we continually endeavour to improve communication between home and school to enable our parents to be fully informed of all school developments.

We are all aware of the problems involved with sending letters home via students and also the environmental impact this has.

At Tanbridge House we have invested in a service called ParentMail which enables us to send letters and messages direct to you via email and text. This service has proved to be very popular with our parents and works effectively - especially when we need to get important messages out to you, for example, earlier this year we were able to keep parents informed of our sudden closure due to the bad weather.

Please ensure the Admissions Form is fully completed with your main email address and mobile telephone number to enable us to provide you with the ParentMail service. This is registered with the Data Protection Registrar and which guarantees that all information supplied is kept completely private.

**IMPORTANT** - Our school messages are sent from the email address [messages@parentmail.co.uk](mailto:messages@parentmail.co.uk). Please make sure you add this address to your email address book (or approved sender list) in order to prevent messages being blocked by your SPAM/JUNK filters. Please also check your SPAM/JUNK folder regularly in case messages do go there.

Thank you

Jules White  
Headteacher

Shona Clough  
Senior Administrator

*"I think Parentmail is a very good system and am glad that Tanbridge are set up to use it"*

*"I think this new service is excellent and a much easier and more efficient way for schools to communicate with parents."*

*"What an excellent idea!!! Well done Tanbridge. For a busy parent who always seems to be a step behind for meetings / events etc.. and then finds the note the week after the event this will, hopefully, help keep me a little more up to date."*



