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www.sacredheartmoreton.co.uk

Friday 8th December 2017

Dear Parents/Carers,

Thank you for your completing the questionnaire at our recent parents evening. From the results of the questionnaire and from the many discussions I have with parents, I know that many of you would like to see the school working towards improved, paperless communication. Many parents tell me that they sometimes they miss important letters because they are not seen in their child's bag; and that they are frustrated by the process of completing and returning reply slips, only to find them at the bottom of their child's bag and not handed in! For some time now, the office team and I have been looking at finding a solution to this and I am pleased to inform you that we have an answer!

We have been working with a local company to develop our very own App for Sacred Heart. This means that school communication can now be delivered direct to your mobile device. Judging by the avalanche of letters sent out recently, we'll probably save a few trees every year if everyone uses this new communication system!

The Sacred Heart App is free to download from the school website at www.sacredheartmoreton.co.uk,

The app provides instant access to term dates, events, newsletters, booking forms, links to the school website, an absence form and many more features.

We will also be using the app to send out push notifications. These are messages that are sent directly to your phone via the App. This means you will get information quickly and reliably and you can respond, using the App, at whatever time suits you. Imagine how easy it would be to be able to find out about Parents' Evening and book your own appointment at a time that suits you, without having to fill in pieces of paper that are all too easily lost between home and school. Sounds like heaven to me!

It will take time to get used to the new system, and in order for it to work smoothly we need all our families to have downloaded the App. Therefore, although our main form of communication from January 2018 will be via App, some letters may be sent home for the first few weeks of "settling in" to the new system. Our aim is to stop sending out paper letters from Monday 26th February. Paper copies of letters will be available from the school office on request after this date.

As an added incentive, the first year group from Key Stage 1 and Key Stage 2 to have every Parent/Carer registered to use the app will be rewarded with an exciting IT based project that they will participate in with their class.

All the instructions you need to download the App are on the reverse of this letter.



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Sacred Heart Catholic Primary School
Email: schooloffice@sacredheart.wirral.sch.uk



If you have any difficulties with this, Miss Beckett will be available to help you from 9.30am to 11am, and from 2.45pm-3.15pm every weekday until the Christmas holiday. Just call into the school office with your phone and she will be there to download the app with you.

Please read all the instructions below before you begin:

If you are following this letter via the school website, please call into the school office to receive the username and password before you attempt to download the App.

To download the app please visit the home page on the school website www.sacredheartmoreton.co.uk, click the relevant link for your device (Apple or android) and follow the instructions below.

Please also make sure you complete the Register form the first time you log in to the app. Please do not leave any spaces when entering your phone number.

Apple Users:

1. Open the 'Settings' tab.
2. Tap 'General'
3. Scroll down and tap 'Device Management'
4. Tap 'PARENT APPS Inc'
5. Finally, tap 'Trust App'

IMPORTANT

If you own an **iPhone**, when you download the app for the first time it will ask the following questions:

1. Offline Caching please select **Yes**.
2. Allow access to your location. This is a standard Apple request. We by no means know or have access to anyone's location but you need to select **Yes** in order to receive push notifications from the school.
3. The next message is to then enable push notifications. This is important that you select **NOTIFY ME**.
4. The last message will say "The school will like to send you Notifications" please press **OK**.

Android Users - Permissions

On some Android handsets the app requests permission to access the device's contacts and photos. This permission is required to access the contact and photo **function** and not the actual contacts or stored photos on the device. Access to the contact function is needed in order to share the app via text message, whatsapp or email, as the app then needs to access the contact function to allow it to be shared.

Access to the photos function is needed should you need to upload and return any documents that require a signature to the school.

Allowing these permission means that neither the school nor Parentapps have access to personal information: it's purely a permission that's needed in order for the app to function properly on an Android device. These permissions are now becoming more common with a lot of Android apps and the Amazon app, used by millions, requests these same permissions and a lot more. If anyone has any questions then please feel free to contact the school or Parentapps on info@parentapps.co.uk

Yours faithfully,

Mrs M. Jackson
Headteacher