

Egginton Primary School
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Headteacher – Mr Richard Kitching

19th December 2017

Dear Parents/Carers,

On the television and in the press we are often reminded to 'Reduce Reuse & Recycle' wherever possible so with this in mind, the suggestion has been made that Egginton Primary School should try to follow this mantra and 'Go Paperless!' as far as possible.

One of the areas which could benefit from this is parent correspondence. A great many letters are currently sent out from school in the children's book bags, some of which contain important information and others which have forms attached that need to be completed and returned to school.

The Governing body have decided that as from January 2018 all letters will be emailed out to parents and a copy put onto the school website. Consent forms can be printed off at home or a paper copy requested from the school office. Anyone who doesn't have access to the internet can request that they receive a paper copy for all correspondence. All letters of a personal or confidential nature will continue to be sent out in the normal way.

We hope that you will be happy with this change but should you have any concerns or queries please do not hesitate to see Mrs Pepper in the school office or myself.

Yours sincerely

Mr Kitching

