

Principal: Miss A Saul
Winyates Way,
Winyates,
Redditch,
Worcestershire,
B98 0UB

Dear Parent/Carer,

We are delighted that you have chosen Ipsley for the next stage of your child's educational journey!

We are a school that knows the value of communication and aim to make this as easy as possible for all families so that you can support your children to succeed as a member of Team Ipsley.

Here are the different ways that we will communicate with you, and you can get in touch with us:

ePraise

ePraise is our key tool for keeping in touch. You can install the ePraise app on your smart phone, or you can access it through a browser on a computer/laptop at www.epraise.co.uk.

The ePraise app is used to:

- Access information about your child's Team Ipsley Points, achievements, attendance and homework
- Communicate directly with teachers and other staff in open ePraise threads
- Book parents' evening appointments
- Sign up to clubs, extra-curricular experiences
- Purchase items from the ePraise shop using Team Ipsley Points

Please remember to switch on your push notifications so that you do not miss out on important messages.

Arbor

Arbor is a tool for sending you important school messages and updating your details in our system. You can install the Arbor app on your smart phone, or you can access it through a browser on a computer/laptop at:

<https://login.arbor.sc/>

The Arbor app is used to:

- Broadcast important school updates such as snow closures or extreme weather updates
- Communicate important safeguarding information to families such as club cancellations and attendance updates

Continued...

Phone: 01527 525725 **Email:** office@ipsleyacademy.co.uk **Website:** www.ipsleyacademy.co.uk

Ipsley C of E Middle School, a school operated by Central Region Schools Trust, a charitable company limited by guarantee, registered in England and Wales Company Number 08166526. Registered Office: Suite B06, Assay Offices, 141 Newhall Street, Birmingham B3 1SF

The General Data Protection Regulation and Data Protection Act 2018 - Central Region Schools Trust is registered with the ICO under the Data Protection Regulations 2018 for holding personal data. All information provided will be held, processed and disclosed in accordance with the school's data protection policy and privacy notices. Please see our website for further details.

Principal: Miss A Saul
Winyates Way,
Winyates,
Redditch,
Worcestershire,
B98 0UB

- Allow families to update their child's school record at any time (including addresses, phone numbers, medical information, emergency contacts) so that the school always has the most up-to-date details and can contact you in the instance of an emergency

If you do not install the Arbor app, you will still receive a text message so that you do not miss out on essential information. However, we want to encourage as many parents as possible to install the app and switch on push notifications. You will have seen in the news the immense financial pressure that budget cuts have placed on schools, and we currently spend over £15,000 on text messages a year. For every parent that installs the Arbor app, we will be able to save money which can then be spent on buying school resources and exciting learning experiences for pupils. You can install the Arbor Parent app on your smartphone phone and log in today.

Please remember to switch on your push notifications so you know when we have sent you a message!

'Get in touch' button

On our school website, we have a 'get in touch' button which enables you to get directly in touch with key members of staff in the school, for example our Behaviour and Wellbeing Leaders, our inclusion team, our safeguarding team or our first aid team.

We ask that you remember that teachers will be teaching during the school day and may not be able to get back to you instantly. We endeavour to answer all communications within 48 hours.

School office

Of course, you can always email our school office on office@ipsleyacademy.co.uk or 01527 525725.

Our wonderful school office team will help to pass messages to key members of staff across the school. Please remember that teachers will be teaching during the school day and may not be able to take your call or respond to your email instantly. We endeavour to answer all communications within 48 hours.

Team Ipsley Update newsletter/social media

We send out a weekly newsletter via email each Friday with news, announcements, community updates, dates for your diary and much more.

Continued...

Phone: 01527 525725 **Email:** office@ipsleyacademy.co.uk **Website:** www.ipsleyacademy.co.uk

Ipsley C of E Middle School, a school operated by Central Region Schools Trust, a charitable company limited by guarantee, registered in England and Wales Company Number 08166526. Registered Office: Suite B06, Assay Offices, 141 Newhall Street, Birmingham B3 1SF

The General Data Protection Regulation and Data Protection Act 2018 - Central Region Schools Trust is registered with the ICO under the Data Protection Regulations 2018 for holding personal data. All information provided will be held, processed and disclosed in accordance with the school's data protection policy and privacy notices. Please see our website for further details.

Principal: Miss A Saul
Winyates Way,
Winyates,
Redditch,
Worcestershire,
B98 0UB

We also have an account on Twitter/X (@IpsleySchool) where we post news and updates. We encourage all families to follow this account as we often use it to announce arrival times for trips and visits.

We do not have any official Facebook groups or pages on other social media. We do not encourage parents to join any unofficial groups on Facebook or other social media as though they are well intentioned, they can sometimes mistakenly spread misinformation and are not checked/updated by the school.

Technical issues

We know that there may be times you come across a technical issue with an app. If you are struggling with installation or accessing one of our tools, please contact the school office on 01527 525725 or office@ipsleyacademy.co.uk and our IT technical team will see how they can support you.

Yours faithfully,



Miss A Saul

Principal & Designated Safeguarding Lead

Phone: 01527 525725 **Email:** office@ipsleyacademy.co.uk **Website:** www.ipsleyacademy.co.uk

Ipsley C of E Middle School, a school operated by Central Region Schools Trust, a charitable company limited by guarantee, registered in England and Wales Company Number 08166526. Registered Office: Suite B06, Assay Offices, 141 Newhall Street, Birmingham B3 1SF

The General Data Protection Regulation and Data Protection Act 2018 - Central Region Schools Trust is registered with the ICO under the Data Protection Regulations 2018 for holding personal data. All information provided will be held, processed and disclosed in accordance with the school's data protection policy and privacy notices. Please see our website for further details.