



Prince Albert PRIMARY SCHOOL



November 2023

RE: Communication

Dear Parents/Carers,

Throughout the school year we will continue to share with you important information about your child's learning as well as information about trips, upcoming events and reminders. Communication across the school community is something we regularly review to ensure that it is working in the best way. This letter outlines the ways in which we will communicate with you throughout the year. Please have a read through so that you don't miss out on any important information.

TEXT MESSAGES

Parents/Carers may receive a text message from school. These messages may include a link. Don't forget to press on the link as these will give you additional information that you need to know.

EMAILS

Parents/Carers may receive an email from school. These emails may include an attachment. Don't forget to click on the attachment as these will give you additional information that you need to know.

PRINTED LETTERS

Parents/Carers may receive a printed letter from school. Don't forget to ask your child to check their book bag every day for any letters they may have received. This way you will always be up to date with important information.

SCHOOL WEBSITE

Our school website contains lots of information about school life. Please check out the **NEWS** tab for up-to-date information about school life and copies of ALL letters.

PLAYGROUND NOTICEBOARDS

To remind parents/carers of upcoming events we often post key information on our moveable noticeboards. Please have a read of these when you come onto the school site, this way you can make sure you and your children never miss out on any exciting events!

TELEPHONE

Parents/Carers may receive a telephone call from school. Please ensure these calls are answered and assist us in always keeping your children safe.

As always teachers and leaders will continue to be available to catch up with parents at the start and the end of the school day. Please feel free to catch up with us at these times. If you require a more extended conversation, we are more than happy to facilitate this for you at a prearranged time.

We look forward to continuing to work alongside you throughout the school year.

Yours sincerely,

Miss Cameron
Deputy Headteacher

اگر اس خط کے پڑھنے میں آپ کو مدد چاہے تو برائے مہربانی اس کو سکول کے دفتر میں لے آئیں
এই চিঠিখানা পড়তে যদি কারো সাহায্য চান তবে দয়া করে চিঠিখানা নিয়ে বিদ্যালয়ের অফিসে আসুন



Prince Albert Primary School, Albert Road, Aston, Birmingham, B6 5NH
T 0121 327 0594 F 0121 328 2911 TWITTER @paprimary
W www.princealbert.bham.sch.uk E enquiry@princealbert.bham.sch.uk

UNITED WE ARE
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