



# WHALEY BRIDGE E.R. PRIMARY SCHOOL

For every child, a chance to shine★

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## Headteacher

Mrs F Walton B.Ed. (Hons)

10<sup>th</sup> October 2018

Dear Parents/Carers,

As mentioned in previous correspondence, we are updating our communication service.

We will be using Parent Hub as our primary form of communication. Please see below instructions on how to get started. If you are a parent/carer with parental responsibility, and we have your mobile number on our school system, you will have access to the app. You will need to type in your mobile number in order to verify your account.

From the 19<sup>th</sup> October 2018 our text service will no longer be available. Please do not text school from this date. If you need to contact school or report an absence you can still do this by ringing the school and leaving a message any time of day/night or weekend on 01663 732 354, or by sending an e-mail to [info@whaleybridge.derbyshire.sch.uk](mailto:info@whaleybridge.derbyshire.sch.uk).

Parent Hub is a FREE app that helps keep you up to date with what's going on at school. You'll receive messages, pictures, documents and newsletters, all in one handy place.

### How to get started



- 1. Download the Parent Hub app to your mobile phone from your app store (iPhone or Android).**
- 2. Create yourself an account.**
- 3. Choose "Add a School" and enter the school handle (@whaleyprimary).**
- 4. When requested, please type in your mobile number. This will ensure you receive direct messages from us.**
- 5. Make sure Notifications are 'turned on' on your phone.**

We will continue to use ParentPay to send e-mails out to parents. If you haven't already done so, please ensure you activate your ParentPay account. We can only send messages to verified accounts.

We look forward to using the new system with you and we hope it will make our messages more accessible to all parents and carers within families.

If you need any help or assistance with set-up, please contact Mrs Casey in the School Office.

Many Thanks

**Mrs Walton  
Head Teacher  
Whaley Bridge Primary School**