



29th September 2021

Dear Parents & Carers,

As you know we currently use a variety of platforms to communicate with you:

- *School Comms* is used for sending emails and text messages
- *School Gateway* is used for making payments for lunches and trips
- *School Spider* is used for booking parents' evening appointments

The *School Spider* platform has recently been updated and now offers an enhanced range of functions such as the ability to communicate with parents via email and smartphone message and the option for parents to make payments for trips and clubs etc.

We think that using one platform for all of our communications and payments will make life easier for everyone and will be gradually moving to using *School Spider* for communications and payments over the next few months.

(Please note; we are unable to move payment balances between platforms so dinner money will continue to be paid via School Gateway until the end of this academic year. From September 2022 we will only use School Spider for all transactions).

Initially we will still only be able to send messages to the prime contact for each child but we hope that in future *School Spider* will allow us to communicate with additional parents at the same time. Until then, we will continue to send communications to additional parents via email as we do now.

The transition to one place for communications and payments should be smooth and **all you need to do is to make sure that you have the School Spider app downloaded onto your phone.**

Regards

Mrs Woodward
Bursar

