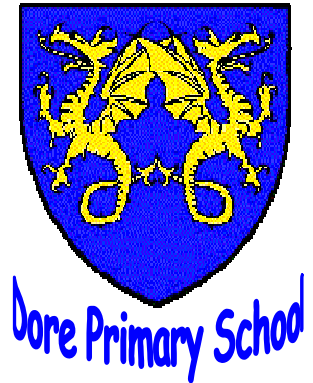


## Communication

We strongly encourage every parent to give us a primary email contact and a mobile phone number for emergency texts. You will receive a contact form to complete on the first day of term in September. Please return this a.s.a.p.



### Email

Some letters do come out by email only, others will still come in hard copy. Many letters are uploaded to the website in Parent Information/Letters and Forms.

Staff do send messages by email and I do send updates and non essential information by email message. Any attachments sent are usually also uploaded to the website. NB THE PRIMARY CONTACT EMAIL IS NOT CHECKED DAILY. THE EMAIL ADDRESSES BELOW ARE.

THANK YOU FOR NOT GIVING US A WORK EMAIL THAT ALWAYS SENDS AN ACKNOWLEDGEMENT. Automatic messages clog up the system and bury other important responses.

### Mobile Texting

This proves invaluable in snowy conditions and trip delays. We do use this sparingly as we pay for every text (email is free) but it is great to have this facility. Don't forget to tell us if you have a new phone number or change your email address please.

### Website

The website is a very good source of information about our school. The new website was launched in March and we are adding to it all the time and aiming eventually to get all letters on the website.

Website: [www.dore.sheffield.sch.uk](http://www.dore.sheffield.sch.uk)

Enquiries email; [enquiries@dore.sheffield.sch.uk](mailto:enquiries@dore.sheffield.sch.uk)

Headteacher email: [headteacher@dore.sheffield.sch.uk](mailto:headteacher@dore.sheffield.sch.uk)

IF YOU WISH TO INFORM ME OF SOMETHING AND/OR NEED A RESPONSE PLEASE USE MY HT ADDRESS

Thank you J Sue Hopkinson - Headteacher