



# Old Church Nursery School

10th October 2016

Dear Parents,

We are aware that there are times when letters from school do not reach all parents. In order to improve our communication systems we are going to start using email as well.

Please could you complete the attached form with your email address.

It will take a little time to set up the email system but hopefully it will solve the problem of lost letters.

Kind regards

**Sarah**

Sarah Helm  
Head Teacher

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Name of child:

Class:

Key group:

Name of parent:

Email:

Mobile:

Name of parent:

Email:

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