Monday 31st January 2022

**School Communication**

Dear Parents / Carer,

Good communication systems are essential for parents and staff to effectively support our children at St Ignatius Primary School.

Our two key systems are **Class Dojo** and now **ParentPay** (replaced previously used Parent Mail)

The aim is that every family is connected to both these systems, as they serve very different purposes.

**ParentPay**

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| ParentPay | Blackminster | This is our most important communication system that we require **all parents** to access and engage with.  Although it is called ParentPay, and is a secure online payment service, this is only a small part of its function; which parents can use when necessary.  Essentially, it is the system by which our school office communicates with you.  It is the system which enables school to send texts and emails.  Even if you are not making payments, we still require you to activate your  account so that we can communicate with you on several matters including special events and news updates.  An activation email has already been sent to you, containing your username and password. It is important you check your emails and activate your account.  Please contact the office if you have not received an activation email. |

**Class Dojo**

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| Class Dojo | Rawcliffe Bridge and Rawcliffe Primary Schools | ClassDojo is our school communication platform where essentially, teachers, pupils, and families can communicate with each other on a regular basis, by sharing experiences at home and at school, through photos, videos, and messages.  One of the greatest features of ClassDojo is that the messaging system allows users to translate messages into their preferred language.  ClassDojo is NOT to be used *instead* of ParentPay but *alongside* it. |

**Website**

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|  | Our school website can be accessed at https://stignatiuscatholicprimary.co.uk  There is a wealth of information to be found there on everything about our school, which now can be translated by using the Google Translate function at the top of the Home Page on your laptop / PC or at the bottom of the Menu on your phone.  There is also a new **Parent** tab, at the top of the Home page, which gives you all the information you need to know, including Term dates, clubs, uniform, school meals, parent conferences, etc.  Please view our website and if there if anything you would like to know that you cannot find; let us know so we can address it. |

**Face to face meetings**

While we all accept that circumstances over the past two years have reduced our opportunities for these direct interactions, we continue to value the importance of these discussions and will seek to conduct these in a safe and appropriate way, where it is considered to be the most effective option.

**Online meetings**

Since we have set up our *School Cloud* systems, we are happy to meet with parents, to discuss issues that can be best addressed in this way.