17th November 2020

Dear Parents and Carers,

I hope you and your families continue to be safe and well during the current circumstances. I am writing to make you aware of updates regarding our Academy communication systems.

School closures have highlighted even more so the importance of consistent, accurate and transparent communication between school, our parents and carers, and our wider community. With this in mind we have been working hard over the last few months to improve our communication channels and processes. These new communication processes will allow you quicker and more accurate access to key information about your child which you can use to support them throughout their time at Oasis Academy Shirley Park.

At the start of the school closures we asked parents and carers with students in years 7 to 10 to download the Mychildatschool application for smartphones and tablets and over the last months, a dedicated team have spent time improving the set up and capabilities of the application.

As such, from Monday 23rd November 2020 we will be using the Mychildatschool app as the main source of communication for the Academy.

Through using the app you will be able to:

- Access live data on your child's **behaviour** and **achievement**
- Access live data on your child's **attendance** and **punctuality**
- Access your child's daily **lesson timetable**
- Access your child's **exam timetable and results**
- Receive **key messages from your child's teachers** and year group team
- **Send messages directly** through the app to the Academy administration team
- Access **contact email addresses** for your child's subject teachers

All parents and carers will receive a text message and email from the Academy on Wednesday, 18th November 2020 which will provide you with the invitation code required to set up the app. Please note, the first time you set up **Mychildatschool**, you will need to do so through a web browser rather than the app itself. We have created a user guide to support you with set up and using the app, which is attached to today's letter.

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Please note for any urgent messages, these should continue to be communicated via the academy office phone line or emailed to your child's Head of Year.

As this will be the main channel for communications, it is vital all parents and carers have downloaded the app. Please do contact Sarah Moss within the Academy office team (Sarah.moss@oasisshirleypark.org) if you need any assistance with the set up or use of the app. Members of the team here at Oasis Academy will be in contact with parents and carers to support and check the set-up is complete.

Yours sincerely,

J Mintrim

Miss J Mintrim
Head of Year 10

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