

Woodside C.E Primary School

Maypole Lane, Grendon, Atherstone, Warwickshire CV9 2BS Tel: 01827 715507

> **Email:** <u>admin@woodside.heartwoodmat.co.uk</u> **Website**: <u>www.woodside-ce-school.co.uk</u>

> 'Together in God's Love, we inspire and grow.'

28th February 2022

Dear Parents/Carers

We are in the process of transitioning from the Teachers to Parents and School Money systems to a new system called Arbor; this will enable parents to make payments and receive communication from school under the one package. It will also enable parents to check and amend their child's records, give consent for trips, clubs, swimming etc and also book parents' evening appointments.

With effect from today, all school meals and Woodpecker sessions will be recorded and paid for on Arbor.

Please ensure all outstanding payments on School Money are paid for by 14th March as there will be no access to the system after this date. Any outstanding balances (credits of debts) will be transferred to Arbor on 15th March.

Parents will receive an email later this week from Arbor giving details of how to access the system and set up their account. We encourage all parents to sign up for the "in app" messaging system as this not only enables parents to contact the school via the app, it also minimises costs to the school.

Please note that for this week only, parents will not be able to see Woodpecker bookings or school meal details. Any payments for Woodpeckers and school meals from this week can be made once the welcome email has been received and you have registered your account.

Please do not hesitate to contact the school office if you have any questions or issues with this transition. Mrs King will be available to help with any technical issues on Tuesday 8th March from 2.30pm or Friday 18th March from 2.00pm.

Yours sincerely

Mrs N Johnson

Headteacher

Headteacher: Mrs Natasha Johnson



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