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Learning and Loving, Caring and Sharing  
Dysgu a Charu, Gofalu a Rhannu  
YSGOL GYNRADD Y SANTES FAIR  
ST MARY'S CATHOLIC PRIMARY SCHOOL  
Mrs R F Acton B.Ed Hons, NPQH  
Headteacher/Pennaeth

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17.4.20

Dear Parents/ Carers

**Important:- PARENTMAIL finishing 24<sup>th</sup> April 2020**

I hope you are all keeping well and have managed to have some family time together over the Easter break.

I wish to inform you that as from 24<sup>th</sup> April, **we will no longer be able to use ParentMail messaging service** for communication with parents or for parents to report absences etc. In future, all emails will come to parents via the school email system and all absences should be telephoned into school or a message left on the answer phone or reported via email to the school email address.

All the ParentMail email addresses held on file have already been subscribed to the email alert system via the website. This will operate in the similar way to the text messaging service and will ensure that all parents are notified when an email from school has been sent or when something new has been added to the website.

Mrs Davies will send a test email Monday 20<sup>th</sup> April to ensure that we can check that everyone can access the new system. In addition, all parents will need to ensure that the school email address is added to your 'safe senders' list to prevent any emails from being sent into your 'junk' folder. If by 5pm on Monday 20<sup>th</sup> April you have not received the test email, please send an email to [mailbox@stmarys-wxm-pri.wrexham.sch.uk](mailto:mailbox@stmarys-wxm-pri.wrexham.sch.uk) and Mrs Davies can check your details.

If you have any questions/ queries, please do not hesitate to call or email school and we will do our best to help you.

Yours faithfully

Mrs R F Acton  
Headteacher