



**Cledford  
Primary School**

a brighter future together

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**Cledford Primary School**

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2<sup>nd</sup> October 2019

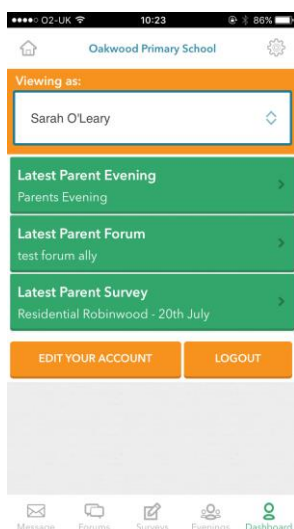
Dear Parent / Carers

As you are aware, we are trying very hard to reduce our carbon footprint. We have recently started to send our newsletter out via email.

We are launching our School Spider communication platform for parents. This will allow you to receive important information directly from the school quickly and easily. You will receive your individual logins via email on Friday 2<sup>nd</sup> October. If you have not provided us with an email address for you, please contact the school ASAP to do this.

You can log in via our website <http://www.cledford.cheshire.sch.uk/> by selecting 'parent login' on the top bar of our site or, via the School Spider app. You can download the app for free from Google Play or Apple App Store by searching School Spider.

You will be able to do the following in your parents' area:



- **Book parents' evenings**
- **Complete online surveys and forms** (these could include school trip/club bookings)
- **Receive messages from the school** (app only)

You will receive an email when there is something you need to complete; if you are logged into the app you will also receive a pop-up notification.

#### Using the app

When you download the app, select Cledford using the dropdown bar. Once you have done this you can access recent news/gallery/blogs/calendar items we have posted to the website.

To receive information/events related to your child/children, select Parent Login and enter the username and password we send you. If you have more than one child at the school, click on the child's name and it will show other children in the household and you can switch accounts. You will receive notifications informing you what you need to

complete; use the icons on the bottom row to respond. You can watch this YouTube tutorial on the app for more information <https://youtu.be/jPmH-CEhLcg>

Please ensure that once you have logged in, you have notifications turned on. We will hopefully be using this in the near future to replace text messaging so it is important you do this.

It is parents' evening on Wednesday 23<sup>rd</sup> October and Thursday 24<sup>th</sup> October. **Booking will be open for parents/carers to book on-line from Wednesday 9th October.** Please see the 'how to' information above. If you would like any assistance to book your parents' evening slot on-line, please contact the school office.

Yours sincerely

**Miss N Hough - Head Of Schools**

