



Notre Dame  
Catholic College  
*Established 1869*

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AR/Admin/82

23<sup>rd</sup> March 2015

Dear Parent or Carer

**Improving Communication with Parents**

As part of our efforts to improve communication with parents, we are exploring the use of new technology. In order to help with this we are updating the contact details of all parents.

We have noticed that we do not hold a current email address for you. If you have an email address could you enter it below and return to the school as soon as possible.

Alternatively, if you do not have an email address we are happy to help you create one.

Should you have a question or concern then please do not hesitate to contact the school.

Yours sincerely

Mr A Rannard  
Deputy Headteacher

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**Update of Contact Details: March 2015**

Student Name: \_\_\_\_\_ Year Group \_\_\_\_\_

Email Address of Parent/Carer \_\_\_\_\_

I do not have an email address and would like help to create one