

**Harris Academy**

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*Respect Equality Enjoyment Achievement*

23<sup>rd</sup> November 2020

**Supporting ongoing and improved communications with our families**

Dear Parent / Carer,

As you no doubt know, we are trying to increase our communications with you, ensuring you are fully informed during these challenging times. I am writing, seeking your help which in turn will allow us to improve our communications.

**Your email address**

This letter will be issued on Wednesday (25<sup>th</sup> November) to the whole school. As well as emailing it, all families will be notified via a text, indicating that the letter is available via the website if you have not received it by email. This way, you will know whether you are currently on our distribution list. If you do not receive our email, please contact us via [harrisacademy@dundeeschools.scot](mailto:harrisacademy@dundeeschools.scot) with your email information. Please also indicate your young person's name and year group to ensure we link the address appropriately.

We currently have around 80% coverage of email addresses, clearly we wish to reach all 100% of our families.

**Satchel One (Show My Homework)**

All parents and carers should have received a login for Satchel One (formally SMH). This login will allow you to see the home learning tasks that have been set along with an explanation of the task, how long it will take, and any resources required. This helps improve communication between parents/carers, and teachers by creating a visibility of how much work has been set, when it is due, and the feedback provided. Home learning tasks can also be translated into more than 50 different languages.

If your code has expired or it is lost, please contact the school office. We will be happy to generate a new one.

## Groupcall Xpressions App

We wrote to you earlier this year in relation to this App that we hope you will consider downloading.



Currently, when we send you a text to alert you to important information, it costs the school some money. The App means you will be able to receive instant messages via push notifications and, also all emails. Switching to this App will mean the school will spend around £1000 less per year on communication which can be used to support our young people in other ways.

For further details on how to download and activate the App free of charge, please follow this link:  
<http://parents.groupcall.com/setup/account-registration/>



Please ensure that the school has the most up to date mobile phone number and email address in order for you to use the App.

Any changes of details can be emailed directly to :[harrisacademy@dundeeschools.scot](mailto:harrisacademy@dundeeschools.scot)

Yours sincerely

Jan Mackie  
Business Manager