



English Martyrs Catholic Primary School

Through Christ we Believe, Inspire, Achieve

School Lane, Litherland, Liverpool, L21 7LX. ☎ 0151 928 5601

Headteacher: Lewis Dinsdale Bursar: Fiona Delaney

www.englishmartyrs.co.uk

Thursday, May 09, 2019

NEW MANAGEMENT INFORMATION SYSTEM

Dear Parent/Carer,

As you will be aware the school currently holds details about you and your child on our Capita SIMS Management Information System (MIS). As part the ongoing development of our internal systems we will be moving away from this module from September 2019. Our new MIS will be provided by Arbor Education which is an established company offering simple and smart systems.

To enable a smooth transition to this new system we need to ensure that our records about you and your child are as up to date as possible. With this in mind I would like to ask all parents/carers to register with the current gateway app, this will ensure that we have your correct mobile and email information. To do this please follow these steps:

1. Download the School Gateway app for free via the iTunes or google store
2. Register as a new user – you will only be able to do this if school hold the correct mobile and email address for you.
3. If your details are correct you will receive a text message containing your secure PIN
4. Continue the log in process using this PIN

If you are already using the app you do not need to do anything further at this stage.

Further information will be circulated with details of how you will be able to access the new communication portal in due course.

In addition, if there has been any further recent changes to your contacts or regarding your child (i.e. medical conditions etc.) please can you email Mrs Woods on woodsl@englishmartyrs.co.uk.

Finally, all outstanding monies for trips, breakfast club, school meals etc. should be cleared by Friday 19th July.

Thank you for your assistance and continued support.

Yours faithfully,

Mr L. Dinsdale
Head teacher