

13th September 2023

The importance of ClassCharts- Communication

Dear Parents and Carers

Part of our Development Plan this year is to try to improve our communication with parents and carers to help you support your child's learning. ClassCharts is the main communication tool we use in school for:

- Notifying you of rewards and sanctions
- Sending messages
- Sending announcements
- Sending letters
- Information about trips and events
- Gaining consent for trips and events
- Sending personal information about your child's progress and daily activity
- Communicate home learning tasks
- Let you know when you child has an assessment coming up
- Newsletters
- Celebrations

It is vitally important that all parents and carers sign up to ClassCharts and check this regularly so you know what is going on in school and can support your child with organisation, home learning and adhering to our learning and behaviour expectations.

We distributed parent log in information last week. The parental log in can and should be used for two parental accounts so anyone who has parental responsibility for a child should activate their parent account. We want to encourage both sets of parents to use ClassCharts to ensure that everyone gets the same information and that the responsibility of supporting your child at school does not fall solely on one parent. Quite often, parents will tell us that they didn't know about an event, or incident and it is usually because they have not accessed ClassCharts.

Downloading the app on your phone and setting up ClassCharts is a relatively easy process, even for those of us that struggle with technology. If you have lost your parental log in, please email, ring or pop into school and we can give this to you. If you struggle with using apps, please let us know and we can talk you through or show you how to set this up on your phone, tablet or PC.

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We will be running regular reports this year to help identify parents that may need support or have not been able to check ClassCharts regularly so we can help support you to use this system. Regularly checking ClassCharts is part of our 'home school agreement' so if you have not had a chance to set this up yet, please do so now.

I am enclosing a Parent Guide for ClassCharts and also our Parent and Carer handbook for 2023-2024 which was distributed last week via ClassCharts, just in case anyone who has not previously logged on, may have a chance to see it. Please read through the Parent and Carer handbook carefully so you can help support your child at school.

If you have any questions regarding using ClassCharts, please email the main school office via info@acle.norfolk.sch.uk

Best wishes



Mrs H Watts
Principal

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