

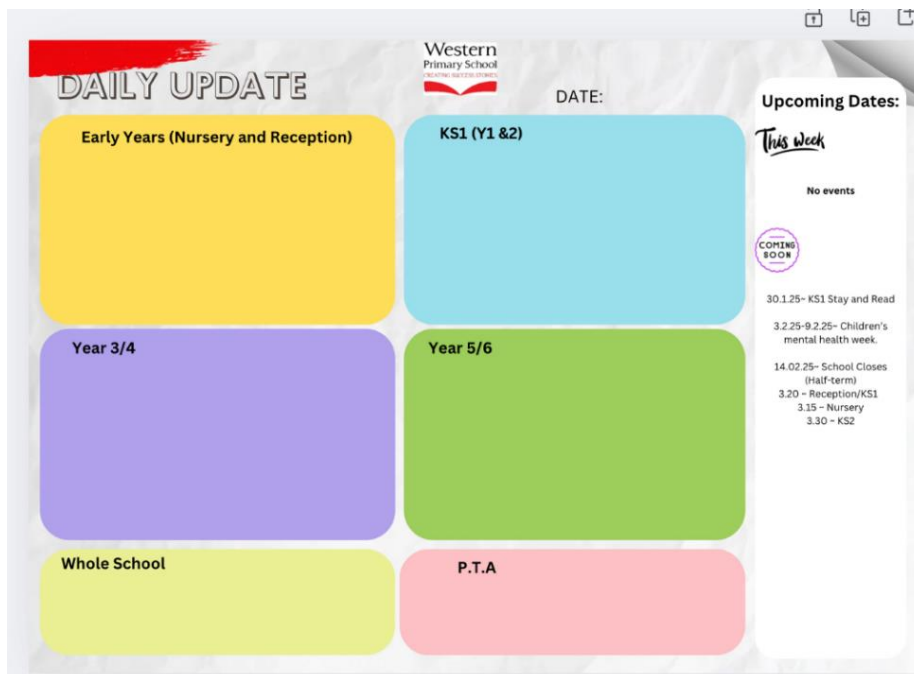
Thursday 23<sup>rd</sup> January 2025

Dear Parents and Carers,

During the autumn term, we became aware that daily communication between school and home can, at times, become overwhelming if you have pupils in different year groups.

We would therefore like to change this and introduce a one-page daily update that keeps all the important information in one place which all families can access easily.

Here is an example of what this will look like starting from next week (27<sup>th</sup> January 2025)



The daily update will be emailed out to all families at around 3pm every day, Monday to Friday.

You will also be able to access it from the school's website and/or using one of the options below:

IPHONE / IPAD

Add a website icon to your Home Screen

You can add a website icon to your iPhone Home Screen for quick access.


1. Go to the Safari app  on your iPhone.

Go to the website you want to add to your Home Screen.

**Western Primary School** Cold Bath Road, Harrogate, North Yorkshire HG2 0NA  
 ☎ 01423 502737 ✉ office@wes.rklt.co.uk [www.westernmps.co.uk](http://www.westernmps.co.uk)  
 Headteacher: Mrs J Slack

 **Learning Trust Alliance Teacher Training Teaching School Hub**

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2. Tap  in the menu bar.
3. Scroll down the list of options, then tap Add to Home Screen.

If you don't see Add to Home Screen, you can add it. Scroll down to the bottom of the list, tap

Edit Actions, then tap  Add to Home Screen.

The icon appears only on the device where you add it.

*Note:* Some websites may ask for permission to send you notifications. You can change your notification settings at any time. See [Change notification settings](#).

#### ANDROID PHONE

To add a webpage to your home screen on Android, you need to:

1. Open the website you want to make a shortcut for.
2. Tap the three dot icon in the lower right.
3. Scroll down and tap "Add to Home screen.
4. Tap "Add" then either hold and drag the icon to your home screen or select "add to home screen" to place it automatically.
5. Choose a name for the shortcut (or leave the default one) and tap on Add.

There is also a QR code which links straight to the update, and we will display this on our noticeboards around school so you can also check out any information while you wait to collect your child/ren.

In due course, we will ask for any feedback from this new way to communicate and continue to always work together to make life as smooth and easy as possible.



The year group WhatsApp groups are a great facility to support one another to stay informed, but please come directly to school if there is anything concerning you so we can offer swift and effective support, as school are not represented in these groups. Remember, our door is always open!

Kind regards,



Jo Slack  
Headteacher

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