



Diocese of Norwich
Education and
Academies Trust

Moorlands Church of England Primary Academy

Headteacher: Mr Kevin Lee

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25th November 2016

Dear Parent/Carer

We have been listening to the feedback we have received about the communication from the school and how this could be improved. We realise that there have been occasions when there has been contradictory information sent out by the school. To try and improve this we are making the following changes;

- Diary Dates on the website is now a 'live' calendar. It is best viewed week by week.
- On the Home Page of the website 'Upcoming Events' is now at the top of the page and is linked to the calendar
- 'Latest Letters' is now also at the top of the web page with links to the most recent letters
- Unless there is an emergency or the issue is time sensitive any texts or emails will be sent out at the end of each day between 3:00 and 4:00pm

We hope this improves our communication and more clearly highlights events at the school. We continue to welcome any feedback from parents, which can be sent to enquiries@moorlands.norfolk.sch.uk.

Many thanks

J Siddles

Deputy Head Teacher