



UPLANDS MANOR PRIMARY SCHOOL

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Dear Parents and Carers,

We are pleased to share some exciting news about how we will be communicating with you going forward.

From **Monday 8th June**, we will be moving to the **Arbor App** as our main method of communication between school and home. This will replace the School Comms app, and from this date, no communications will be sent via School Comms.

To continue receiving important messages, updates, and information from school, you will need to download and set up the Arbor App. A QR code is included to help you get started, and we will also be sending you a welcome email to the email account we currently hold on record, which will enable you to set up your Arbor account and app.

Please check your junk or spam folder if you do not receive this email

To support parents with this transition, we will be offering several drop-in sessions where members of our office team will be available to guide you through setting up and using the app. These will take place in the community room at the following times:

- **Tuesday 9th June:** 9:00am – 10:30am
- **Wednesday 17th June:** 2:15pm – 3:15pm
- **Thursday 18th June:** 2:15pm – 3:15pm
- **Tuesday 23rd June:** 9:00am – 10:30am

You are welcome to attend any of these sessions for support. We would be grateful for your patience when attending these sessions, as we support a number of parents during each workshop.

We are very excited about introducing Arbor, as it will provide a more streamlined and effective way for us to communicate with you.

Please note that school meals will continue to be booked via the Kanpla system and are not affected by this change.

Reception and Year 6 Trips will continue to be paid for via school comms and are also not affected by this change.

Thank you for your continued support as we introduce this new system.

We look forward to working with you through Arbor.

Kind regards,

Mrs Rebecca Keen
Headteacher



