



Federation of Pinvin C of E First School and St Nicholas C of E Middle School

Main Street, Pinvin, Worcestershire WR10 2ER

Federation Head teacher: Mrs Sandra Jennings

Acting Deputy Headteachers : Mr James Hawthorn and Mrs Charlotte Goss

Together, we inspire, discover and achieve

2nd February 2022

Dear Parents/ Carers

Re: Up to date contact information

We have noticed that recently, on a regular basis, when trying to contact parents and carers we appear to hold incorrect telephone numbers for our priority contacts for the children.

If we have an emergency in school it is imperative that we are able to contact you without delay.

Even if you feel you have updated your information with us lately please can we ask that you complete the below and return it to school as a matter of urgency.

Many thanks,

School Office

Please complete in full.

Child's full name **Class**

Priority 1 contact

Name

Mobile number..... Land line number

Work number.....

Priority 2 contact

Name

Mobile Number Land line number

Work number