



PAPERLESS COMMUNICATION – Xpressions App

Dear Parent/Carer

All communication from the Academy will be via The Xpressions App, it is an exciting service which is available for parents to ensure communication between the academy and yourselves is easier and more effective. Groupcall Xpressions is created by the award-winning school communication company Groupcall Ltd.

The app is completely free of charge to you and can be installed on your mobile phone or tablet. It currently supports both Apple iOS Android services (with Windows mobile to follow) and you will be able to see information for your children. If you have children in different schools and those schools also use Groupcall Xpressions, you will be able to view information on multiple children within the same app.

What do I need to do now? (Please note you will not be able to load this until September when your child is officially on roll)

You can download the app from the app store or Google play, search for Groupcall Xpressions app. Once installed on your device you will have to,

1. Input your email address when asked
2. Input mobile phone number when asked
3. They will send you a four digit code via text, input this.
4. You will then be asked to set up a password.
5. The app will now be ready.



If you have any difficulties it may be that the email address and/or mobile phone number we hold at the academy are not up to date, if this happens please either call us on 01604 402121 or email admin@westonfavellacademy.org

Please ensure that the academy has an up to date email address and mobile numbers, and be aware that if you do not have an email address the academy can have paper copies available on request for you to collect from student reception.

You will need to make sure you keep these details up to date in future to maintain access to the service.

What happens next?

Once you have the app installed you will be able to see all of the following information

- Free messages sent by the school delivered directly to the app

- Updates regarding selected partner systems used by the academy such as homework, cashless catering and parents evening bookings
- Attendance records, late marks and absences
- Marks and Grades
- Achievement records
- Behaviour events
- Timetables
- Exam Timetables
- School Calendar
- Notification timeline for all of the above
- Receive school reports and Academy communications

The app also allows you to contact the academy;

- Use the app as your first point to inform the academy if your child will be absent from school
- Check the contact details that the academy has and update if necessary

All academy information and student reports will be sent out via the app. If you require paper copies, they will be available to collect from student reception on request.

ParentPaperwork Launch

This is an add-on feature which we also introduced in order to do away with endless forms and permission slips coming home. These are labour intensive, costly, unreliable, inefficient and insecure as well as being environmentally unfriendly.

ParentPaperwork's online forms are easy to use and allow the academy to improve productivity and efficiency. As the forms are sent to you directly via email or the Xpressions app they cannot be lost and automatic reminders are in place to prompt you to return the forms on time.

If there is a sports trip, residential trip or a curriculum based trip you will receive the details via email. You just simply need to fill in your permission and the medical form and return via email, it's very quick and simple to use.

Please can I re-iterate the importance of ensuring that the academy has up to date details for you, email and mobile number, so that you are kept fully up to date with academy news and can receive your child's reports, permission slips and information on Parents Evenings. There is a section in the contact details where you can advise us of any changed details.

Yours faithfully



**Mrs R Brewill
Administration Manager**