Outwood Junior Academy Brumby
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Chief Executive Principal, Primary: Mr Lee Wilson
Principal: Mr Stephen Tait

Dear Parents/ Carers

To keep you up to date with messages and emails in school we currently use a system called Groupcall Messenger. Each September, we are allocated an amount of texts for the year. Once these have been used up, we then have to pay for any further texts used from the school budget. We currently have used our text allocation and we do not want to waste school budget on further texts unnecessarily.

So starting today, **Wednesday 29th November** we will only send out text messages as a way of communication in an emergency. All correspondence will be sent via email and via the Expressions App as this involves no cost to school. We would be grateful if from now on you either check your emails or use the new Xpressions App.

From today, we will start using the Groupcall Xpressions App. Xpressions provides parents with a portal to receive messages from school. Xpressions messages are similar to WhatsApp or iMessage in that they are transmitted over the internet rather than by SMS and they cost us nothing. **It is extremely important that we have both correct email address and mobile number or the app will not be able to verify accounts for parents.**

Xpressions is completely free of charge to you and can be installed on your mobile phone or tablet. It supports both Apple iOS and Android devices. Alternatively, you can visit xpressions.groupcall.com from any internet browser on your computer, laptop or mobile device.

Parents can download a **free** app in the   iOS and   Android stores. Look for the logo (at the top of the letter). Once the app is downloaded, you will be asked to make an account. We are asking all parents to do this as soon as possible. If anyone is struggling to do this, we will be setting up some dates where staff will be on hand at hometime to help you. We have also added some instructions to help you below.

Thank you for your help and support and I hope this is useful to you. Instructions on how to download the App are below.

Yours sincerely

Mr S Tait
Principal

Download and Log into Xpressions

1. If you have not already done so, install The Xpressions App.

2. When you have installed the app, open it and enter your email address then click 'Next'.
All personal details will be taken from the school records, so **the information you provide** needs to **match what they have on file**. If you are unable to enter details successfully you will need to speak to your school office. If you are sure you have entered information correctly but you still see an error message, it is likely that the school records are incorrect so please contact your school.

3. Enter your mobile number and click 'Next'.
When you have entered details correctly you will receive a text message to your mobile phone containing a 6 digit code.

4. Enter this code on screen and press 'Login'.
If you do not receive a code, use the 'Resend Code' function. However there can be delays due to mobile phone providers and other factors outside of the control of Xpressions and the school so please wait for at least 5 minutes and ensure you are in an area with mobile phone coverage.

5. Create a Password (Recommended).
It is recommended that you create a password for your account at this stage. If you need to login again, or on another device, having a password will make the process easier. See our recommendations for a strong and secure password Setting a Strong Password

It is recommended you review our advice on protecting your data on your device, and what to do if your device is ever lost or stolen
Protecting Data & Lost Devices