



High Street, Quarry Bank, West Midlands DY5 2AD

Telephone: 01384 818750 • Email: info@quarry.dudley.sch.uk • Website: www.quarry.dudley.sch.uk

Headteacher: Mr Alex Rawlings • **Deputy Headteacher:** Mrs Jayne Westwood

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Dear Parents

Annual update of pupil information

Your child's class teacher has just handed to you your child's (or children's) **computer produced contact form** showing the information school **currently** holds. We wish to save you and ourselves valuable time by presenting you with this format and asking you to simply check, amend if necessary, sign and return the form. If any amendments are needed, please strike through outdated/incorrect information and write against it what now applies. As ever, if you have any query, please pop in and speak with us.

Those of you with more than one child in **school** will have a form here for each of them; all the forms can be returned together, checked and each form individually signed, to school. If you have a child in pre-nursery or nursery, the forms will be handed to you by nursery staff when the children return. By all means hand them in at main reception or via your child (this has to be at your own risk of loss/disclosure) if you prefer.

PLEASE FEEL YOU CAN COME TO MAIN RECEPTION NOW TO GET THIS DONE – WE CAN EQUIP YOU WITH A PEN AND A CLIPBOARD! SAVE YOU TAKING IT HOME!

Yours sincerely

Judith Bradley (Mrs)
Business Manager