



Bishop Wordsworth's School

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Dear Parents/Guardians

Please could I remind you of the importance of notifying the school if you make any changes to your personal information. We have had a number of situations this week when boys have been taken ill and we have been unable to contact parents as the telephone numbers we have are incorrect. As a result, Reception have had to ask boys to access their phones for the correct contact details. Please could you ensure that any updates to your son's information are sent to Mrs Sarah Hayward sah@bws.wilts.sch.uk.

Please could I also ask that you contact Reception rec@bws.wilts.sch.uk if you are planning to be away and your son is in the care of someone else for a period of time. This will ensure that we have the correct contact details should he be taken ill during this time.

S D Smallwood
Head Master