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**Dear Parents/Guardians,**

As part of our commitment to safeguarding and ensuring the safety of all students, we are updating our emergency contact policy.

**What's Changing?**

While the law requires schools to hold at least one emergency contact number for each student, best practice guidance recommends having **two or more emergency contacts** wherever possible. This helps us respond quickly and effectively in any emergency situation, especially if the primary contact is unavailable.

**What We Need From You:**

Please log in to **Arbor** and check your child's emergency contact details.

- Ensure your primary contact information is correct.
- Add at least one additional emergency contact (e.g., another parent, grandparent, or trusted family friend).

**Why This Matters:**

Having multiple contacts ensures we can always reach someone who can act in your child's best interests during an emergency.

If you need assistance updating your information in Arbor, please contact the school office or email [data@pws.emat.uk](mailto:data@pws.emat.uk)

Thank you for helping us keep every child safe and supported.

Mrs Berni Arthur

Data Manager



**Respect**



**Resilience**



**Ambition**