Outwood Primary Academy Park Hill

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Chief Executive Principal, Primary: Mr Lee Wilson

Principal: Donna Burnett

27th March 2023

Dear Parents/Carers

From Monday 17th April 2023 we will be moving onto Groupcall Xpressions to send messages and emails to parents/carers.

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.

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 parents to do this by the 17th April. If you do not have a device that supports these apps, please contact the school office.

Please see the attached instructions to help you.

Yours sincerely

Miss D Burnett
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