Sheep Dip Lane Academy

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10 March 2025

Dear Parents/Guardians,

I am writing to inform you about an important update regarding how we manage student, parent/guardian, and staff data within Exceed Learning Partnership and Sheep Dip Lane Academy. We are transitioning to a new digital school information management system called Arbor MIS. Arbor MIS is replacing our current SIMS system that is used to manage the information we hold on you and your child/children that attend our academy.

The transition to Arbor MIS is planned for Monday 17th March 2025.

Although the *data* we are processing remains the same, the *way* we access and manage this data will be slightly different. We want to assure you that this change has been carefully considered, with data protection and cybersecurity at the forefront of our decision-making process, and we want to reassure you that your personal data will remain safe and secure.

The move to Arbor MIS will, over time, introduce exciting new features for parents/guardians. These include improved communication links with the academy and a secure online Parent/Guardian portal, providing easier access to your child's information. We believe these enhancements will significantly benefit our school community.

During the transition period, we do not anticipate any disruption to normal academy operations. However, we appreciate your patience and understanding as our staff become familiar with the new system. We will do our best to minimise any disruption and inconvenience.

We will keep you updated on the progress of the transition and inform you of any new parent/guardian features as they become available. In the meantime, if you have any questions, please do not hesitate to contact the school office, via email - sdlp@sheepdip.elp.org.uk or telephone 01302 842464.

Thank you for your continued support.

Yours Sincerely,

Mrs F Parish- Principal

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