



# Aston Academy

Principal: Mrs A Saeed BSc (Hons) PGCE  
Executive Principal: Mrs R Hibberd BEd (Hons), MA  
CEO: Mrs R Scutt BSc (Hons) PGCE

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Mrs C Wilson BA (Hons) PGCE  
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20 February 2024

Dear Parent/Carer,

We would like to remind you of the best ways to contact us to ensure efficiency in communicating messages across the Academy.

You will no longer be able to reply to messages on Parent Gateway. This will allow streamlining of messages via the academy email inboxes and our communications log (a live phone call log) which is shared across staff teams in the Academy.

- All **attendance** related messages should be emailed to: [attendance@astonacademy.org](mailto:attendance@astonacademy.org)
- All **SEND** related messages should be emailed to: [SEND@astonacademy.org](mailto:SEND@astonacademy.org)
- **General enquiries** should be emailed to: [info@astonacademy.org](mailto:info@astonacademy.org)

All other email addresses can be found by clicking [here](#).

Yours sincerely

**Miss Ashton**  
**Administration Manager**



Resilience    Pride    Respect    Ambition    Responsibility

**Be Exceptional**