



ST JOHN'S COLLEGE

15 April 2010

Dear parents

NEW INITIATIVE TO IMPROVE COMMUNICATION WITH PARENTS

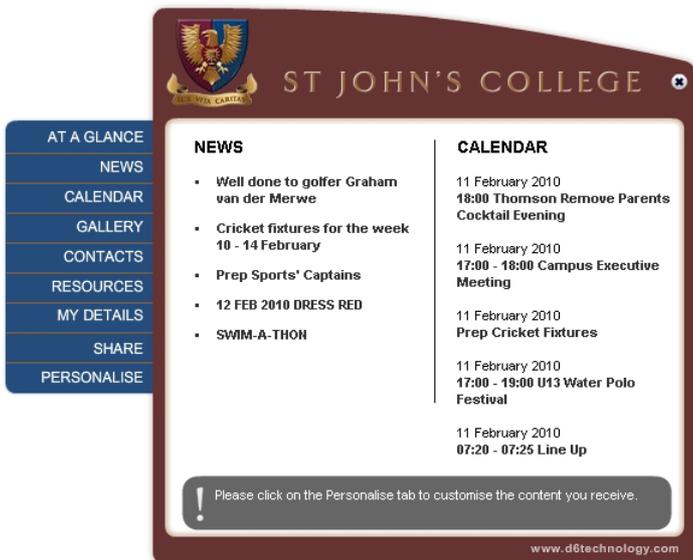
We are pleased to introduce to you a new initiative aimed at improving the flow of relevant information from the school to you as parents. This new system will not initially replace newsletters, e-mails or sms's but it will get pertinent information to you timeously and without cluttering your inbox.

Please click on the following link: <http://www.school-communicator.com/download.php> (or paste these details into the address bar of your browser).

If you are using an Apple Mac, please use the following link: http://www.school-communicator.com/download_mac.php

Please select St John's College from the drop-down list, click Download and then Run the application. It will install a small program onto your computer that will load and appear every time you boot-up your computer.

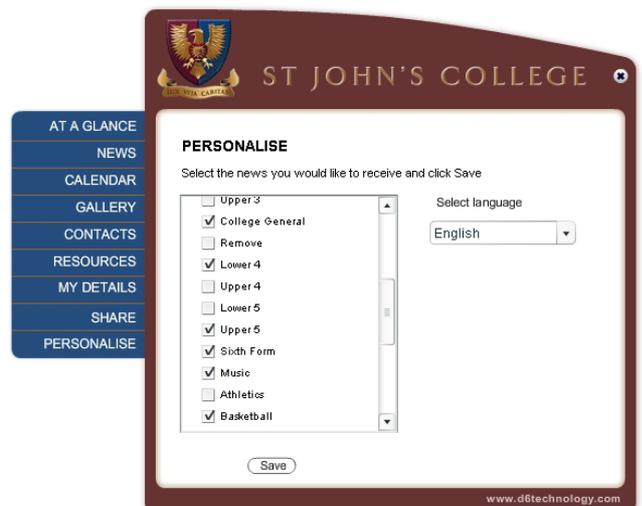
Using a "push" technology, we will be able to send you up-to-date information about all aspects of the school's life. This will include reminders of parent meetings, fixtures and venues for sports matches, results, photographs, news items and many more. In addition, you will easily be able to find phone numbers and other bits of useful



information, such as the diary of events for the full term.

The grey bar also enables us to send "alerts" out for more urgent information, for example, the cancellation of cricket fixtures. A new alert will cause the application to pop up on your computer once it has been received.

The real advantage of this new tool is that you are able to select the categories (or channels) about which you wish to receive information. For example, if you have a child in the College, and do not wish to receive news about the Prep or the Pre-prep, you simply "untick" those channels in the Personalise section of your desktop application. Similarly, if your son plays cricket and hockey, and you have no interest in news about water polo, rugby or rowing, you simply select the cricket and hockey channels only.



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Once you have loaded the application onto your computer (a process that will only take a minute or so), please take a few minutes to select the channels to which you wish to subscribe. (Please note that the sporting channels refer specifically to the College; all Prep sport falls under a channel of that name.)

Please also take a few moments to update your contact details in the My Details section. This information is not published anywhere or made available to any third parties; it is simply fed back to the school to enable us to update your contact and medical aid details.

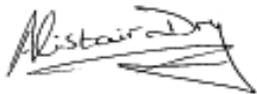
Should you experience any technical problems with the installation, or have any concerns in this regard, please contact the helpdesk at support@school-communicator.com or on 0860 22 11 36.

We have put in place a wide range of people at the school who have been tasked with ensuring that the news and information that appears on the School Communicator is updated regularly, and so you should find that the information appearing there is fresh, relevant and helpful. If you have any suggestions or recommendations for improvement, please send them to dry@stjohnscollege.co.za.

Should you battle to download the application for any reason, please feel free to request a CD with the program from any of the school secretaries. Once you have loaded the application onto all the computers you use on a regular basis, please may we ask you to return the CD to one of the school secretaries. This will enable us to be environmentally responsible by not producing more disks, but rather re-using the ones we have, and it will enable us to distribute the application to new parents at the start of each year.

We trust that you will find this new initiative helpful and that it will serve to keep you more updated about what is happening at St John's.

Yours faithfully



Alistair Dry
Business Manager