



LEA ENDOWED C.E. PRIMARY SCHOOL  
LEA ROAD  
PRESTON  
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**Headteacher: Mrs. Catherine Seagrave**

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Thursday 11<sup>th</sup> February 2021

Dear Parents and Carers,

In partnership with Ajman Academy, UAE we would like to invite students to participate in an email communication program.

Students will be invited to be an email 'pen pal buddy' with a student at Ajman Academy.

Email addresses will never be exchanged between students, eliminating any safety concerns of online communication and digital exchange following GDPR regulations.

Following the internet safety policy of both schools the emails will only be sent to Miss Courtney via the teacher at Ajman Academy. Miss Courtney would then pass the email to the student 'pen pal buddy' in Class 4 who will send their reply email back to Miss Courtney who will send the email reply to the teacher at Ajman Academy who will pass it onto the 'pen pal buddy' student in their class at Ajman Academy.

All email exchanges will be filtered and monitored by the class teachers in both schools.

**Only Teacher to Teacher.**

**Never Student to Student.**

**Students will not email a pen pal buddy directly.**

The email communication program will promote email communication, school networking, digital citizenship, global collaboration and international mindedness. It will be a wonderful opportunity for our children to find out about the lives of students in a different country.

Yours sincerely,

*Miss Courtney and Mr Bateman*