January 1, 2020

To parents of new students

○○ Municipal ○○ Elementary School Principal　○○

same as above　 　　chairman of the PTA ○○

Notice of registration to school mail distribution system

　Thank you very much for your understanding and cooperation in school educational activities.

　In our school, we send e-mails through mobile phones as a means of emergency communication from the school. We are doing the following, so we would like all guardians of new students to use it.

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１　Description of "mail delivery service"

　　We use a service called "MACHIcomi" to send emails from schools. The service "MACHIcomi" was created with the aim of 'we want to live a safe and comfortable life.'. There have been a number of malicious incidents targeting small children, and it is now necessary for society as a whole to create an environment that puts priority on "child safety".The "MACHIcomi" is a "mail delivery service" designed to help families with anxiety by helping them overcome these problems. The usage fee is free, but it costs about 0.4 yen to 3 yen for 100 characters.（Please note that the fees for sending and receiving emails vary depending on the mobile phone company and the billing plan.）

２　Registration Method

Please read the attached "mail delivery service registration procedure" and start by sending a blank email from your mobile phone to the following email address "Address for admissions in 年度 (Guardians of new students)". You can register in about 3 minutes. There are two types of receiving methods, application notification and email notification. If you are using a smartphone, we recommend using the application notification.

**Address for admissions in （年度） (Guardians of new students)　　　（アドレス）**

 **（Reference）**

**Address for admissions in ○○（a first-grade guardian）**

**Address for admissions in ○○（a second-grade guardian）**

**Address for admissions in ○○（a third-grade guardian）**

**Address for admissions in ○○（a fourth-grade guardian）**

**Address for admissions in ○○（a fifth-grade guardian）**

**Address for admissions in ○○（a sixth-grade guardian）**

　　The trial distribution will be conducted on January 27 (Monday) and January 28 (Tuesday) at around 5 PM, so please register by then. Also, you will receive a test email on the 20th of each month, so you can check it there.

３　Other

①　 The mail delivery from the school is only in case of emergency notification such as "Suspicious Person Information", "Notice of arrival time of school trip, etc.", "Notice of Class Closure", etc., so it is not delivered regularly. You may receive a "Machi Comi" email questionnaire. You can answer, but it's not a problem if you don't answer.

②　 If you have any questions, contact ○○ Elementary School (officer ○○).（TEL　　　-　-　　）