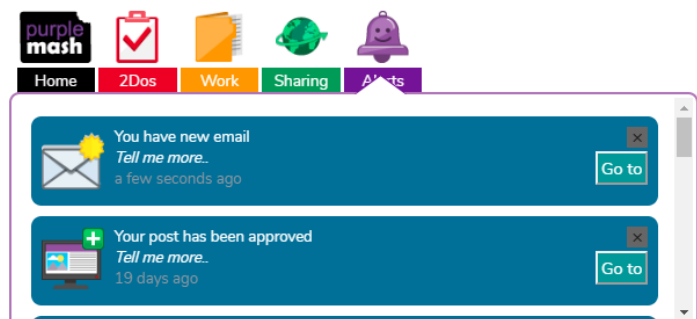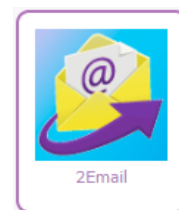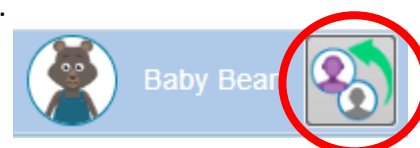# Purple Mash email: a parent's guide

2Email is a completely internal email system and your child cannot get email from outside of Purple Mash. It has been developed to provide a safe environment for children to learn about email. It has various settings that the teacher controls for safeguarding purposes.

If your child recieves an email, then they will have an Alert (bell icon) on their Purple Mash home screen.

Your child can open 2Email and practise sending email to various characters, complete activities in 2Respond or they might be set an email activity by the teacher as a 2Do.

They can send an email to a "Practice character", then swap to that character to view the email and respond, then switch back to themselves.

There are 2 versions of 2Email, a simple format and a standard one. Your teacher selects the appropriate format.

If class email is activated: Usually pupil to pupil emails require approval by the teacher for them to be sent. This means that if your child sends an email to another child, then it will not be sent unless the teacher approves that email.
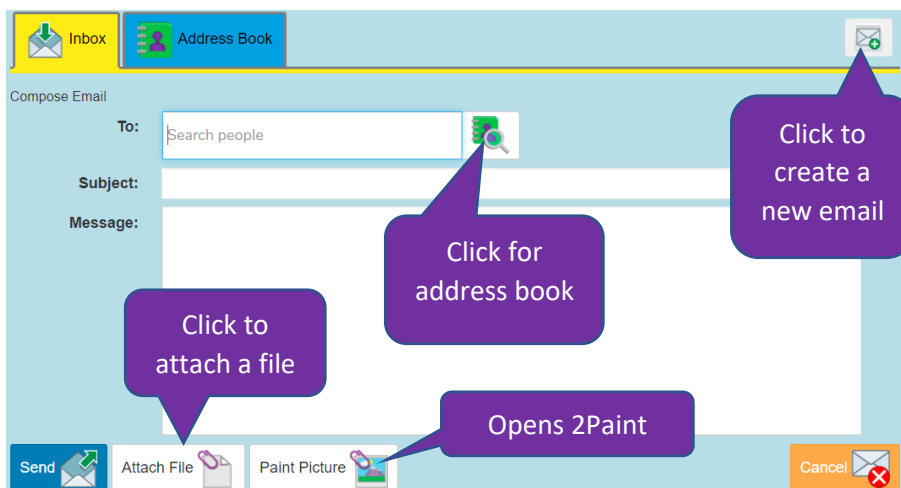
If pupil to teacher email is activated: In this case your child can email their class teacher directly via Purple Mash

To send email, click the address book icon at the end of the To: box

If your child receives an email they are concerned about, then they can click the "Report to teacher" button and it will be removed from their inbox and sent to the teacher.

The teacher can send attachments in an email and if this is a piece of work to do, then your child will need to download the attachment, open it, complete it and save it. They will be able to send an email back to the teacher and attach the work.

There are a range of e-safety email exercises in 2Email. It is possible for your teacher to send them SPAM or other problem email, but this is a simulation and helps prepare children for using "real" email in the future. The teacher can also send them email from "made up characters" such as book characters, famous people, etc. This is may have other curriculum learning objectives.