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DB/lcm

29th January 2019

Dear Parents/Carers,

## **Parents' Evenings Spring Term 2019 - Online Appointment Booking**

I would like to invite you to attend our Parents' Evenings on Wednesday 13<sup>th</sup> February 2019 from 15.30 to 19.30 and Thursday 14<sup>th</sup> February 2019 from 15.30 to 17.30. Please note that the late evening for 4M will be Tuesday 12<sup>th</sup> February 2019 from 15.30 to 19.30.

The purpose of these meetings is to discuss your child's progress and how best to support them at home.

The school has introduced an easy to use online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

Appointments can be made from 8.00am on Thursday 31<sup>st</sup> January 2019 and will close on Monday 11<sup>th</sup> February 2019 at 12 noon. If you wish to make any changes after this date please contact the school office.

Please visit <https://greatcrosbycatholic.parentseveningsystem.co.uk> to book your appointments. The link is available via the school website. You will login with your own name and email address and your child's name and date of birth. Do not put in a title ie. Mr, Mrs, Ms or Miss as this can throw the system out.

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Yours sincerely

Miss D.M. Bradley  
Acting Headteacher