

Friday 11th of October 2024

Autumn Term Parents Evening Appointments

Dear Parents,

Choose your own Parents' Evening appointment times online

We have an online booking system for Parents' Evenings, **appointments will be Face to Face** and will be held on the following days:

Reception to Year 6

Tuesday 22nd of October 15.40pm-18.00pm

Thursday 24th of October 15.40pm-18.00pm

Go to <http://www.parents-booking.co.uk/sandford>

PLEASE NOTE: You need to type this address into your website browser's 'address bar'. Do not try to 'Google' this website address, or use a 'Search Engine', as that will not work. This is a common mistake on phones and tablets.

Login to see which appointments are available and select one that is convenient for you.

You will need:

Your child's **legal first name, legal surname** and your child's date of birth

Troubleshooting Tips - Please read before booking!

- To login you need to enter the details we have on record for you and your child. If you have recently changed your title or surname, for example, and not informed us, we will be expecting you to login with the details we have on record.
- The child's date of birth has to be entered in exactly the right format e.g. using four digits for the year of birth - 12/09/2009
- The email address you enter is only used to receive a confirmation of your appointment. If the system gives you an error when you login, it will not be the email address that is the problem.
- Don't scroll down past the first evening to see dates and times for the second evening.



Sandford St. Martin's

P R I M A R Y S C H O O L

- If you have several children to make bookings for, use the 'Change Child' button on the blue bar (above the school's name) in the very top left corner of the Parent's Booking Page to swap between your children. Please allow at least a 10 minute break between appointments.

The system for **Reception to Year 6** will be live from 6pm **on the 14th of October 2024** and will be open to take your bookings until midnight the day before the event.

If you do not have access to the internet or are having trouble booking an appointment online, please contact the school office who will be happy to help.

Yours sincerely
Mr Paul Beveridge
Headteacher