

Dear Parents,

Parents' Evenings: Online Appointment Booking

On Tuesday 5th April and Wednesday 6th April (or Monday 4th and Tuesday 5th for Class 2A) you have the opportunity to come into school to discuss your child's work and progress with their class teacher. In that meeting you will receive information about your child's current attainment in English and Maths, their behaviour in class and around school and their most up to date attendance percentage.

To make an appointment please use our online appointment booking system. You will be able to see all available appointment times so you can choose the best one to suit you. You will also be able to raise any specific questions you have for the class teacher. Once you've booked you will receive an email confirming your appointment. This system has proved to be very successful in previous years.

The booking system will open on Wednesday 9th March at 8.00am and will **close at 4.00pm on 15th March**. We will send out a reminder text on the 14th also. Please use this link to make your booking:

<https://greetlandacademy.parentseveningsystem.co.uk/v2/> to book your appointments.

We recommend that parents with children at both sites leave themselves at least 15 minutes travelling time between their appointments. Please also note that we can only offer **one appointment per child** to ensure that everyone gets the opportunity to discuss their child's progress.

If you do not have access to the internet or have any difficulty booking your appointment, please contact either school office. We will be happy to make appointments on your behalf.

Yours sincerely,

Mrs H Crowther

Principal