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Head Teacher: **Ms V Sengupta**

BA Hons, PGCE, NPQH

20 February 2018

Dear Parents and Carers – **Reception Classes – Year 5**

Parents' Evenings, 21st February & 22nd February

Online Appointment Booking – opens Monday 5th February

I would like to invite you to attend our Parents' Evenings on Wednesday 21st and Thursday 22nd February 2018.

For this term's appointments, bookings can be made **from 9am on Monday 5th February** and will close at midnight on **16th February**. Should you wish to make any changes after this date please contact the school office. As usual, there will be one appointment slot per child which will last no longer than 10 minutes.

Please visit <https://uplandprimary.parentseveningsystem.co.uk> to book your appointments. Please note that your login will be validated against the following information:

Parent's title, Parent's surname, Child's first name, Child's surname, Child's date of birth

Please take particular care when entering your details. If the login cannot be validated because any of these details are incorrect, please let the office know so that we can amend your records as soon as possible.

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

Mrs B McKenzie
Headteacher

