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Head Teacher: **Ms V Sengupta**

BA Hons, PGCE, NPQH

28 February 2017

Dear Parents and Carers

**Parents' Evenings, 22nd and 23rd March**  
**Online Appointment Booking – opens Weds 1<sup>st</sup> March!**

I would like to invite you to attend our Parents' Evenings on Wednesday 22nd and Thursday 23<sup>rd</sup> March.

Last term we introduced a new system for booking online, which proved to be very successful. For this term's appointments, bookings can be made **from 7pm on Wednesday 1<sup>st</sup> March** and will close at midnight on 15<sup>th</sup> March. 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. (A short guide on how to add appointments is included with this letter.) 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

Ms V Sengupta  
Headteacher

