

# Pilgrim Primary Academy

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02/02/18

## Parent and Teacher Consultations

Dear Parents/Carers

Our parent and teacher consultations are being held the week beginning 19<sup>th</sup> February 2018.

**You will be able to book your date and time slot by logging onto the school's website or App (using your login and e-schools password) and follow these steps:**

- Choose parents evening tab a top of page
- Click on view event/booking
- Click on your child's name
- Click book/view
- Pick the day you require and your time slot

**Please leave enough time between appointments for siblings (we recommend 10 minutes)**

You should be able to see options for all of your children. If you have trouble trying to book your appointment or do not have access to a computer please come into or call the school office and staff will be able to book your appointment for you, (please do not go to the class teachers). If you do not yet have a login and password, please also contact the school office.

Yours Sincerely

Mrs L Meek  
Headteacher

