

Headteacher - Mrs Nêst Llewelyn-Cook

www.twogates.staffs.sch.uk

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 @2gatesprimary

Parent/Teacher Consultation Appointment - Online Booking

Parent/Teacher Consultation Appointments for the Autumn Term will be held on:

Tuesday 9th November – 4.00pm to 6.30pm Reception to Y6

Thursday 11th November – 4.00pm to 6.30pm - Reception to Y6 (excluding Y3 Falcons)

Thursday 18th November – 4.00pm to 6.30pm – Y3 Falcons only

To minimise transmission of Covid-19 these appointments will take place virtually via video link. We have an online booking system in place to allow parents more flexibility when booking appointment slots. Please follow the instructions below to book your appointment.

Go to www.parents-booking.co.uk/twogates

You will need to input the following information:

Parent's First Name and Surname

Child's First Name and Surname

Child's Date of Birth

Once logged in select 'Autumn Term 2021'

You will see the available times for your child's teacher

Click on your chosen time. You will have the option to make a note of any particular issue you wish to discuss with your child's teacher.

Click the 'Make Booking' button.

Should you have any problems booking your appointment, please contact the School Office who will be happy to assist you.

Further details regarding the format of the appointment and how to log in will be sent separately.

Yours sincerely

Mrs N Llewelyn-Cook
Headteacher