

Headteacher - Mrs Nêst Llewelyn-Cook

www.twogates.staffs.sch.uk

office@twogates.staffs.sch.uk

 @2gatesprimary

October 2023

Parent/Teacher Consultation Appointment

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

Wednesday 15th November – 3:30pm to 5:30pm Y1 to Y6

Thursday 16th November – 3:30pm to 5:30pm – Y1 to Y6

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 2023'

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.

IF YOU HAVE ALREADY SPOKEN TO MRS RENDER AND BOOKED YOUR APPOINTMENT BY TELEPHONE THERE IS NO REQUIREMENT TO BOOK ANOTHER APPOINTMENT

Yours sincerely

Mrs N Llewelyn-Cook
Headteacher