

Kingsgate Primary Lower School  
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Monday 24<sup>th</sup> September 2018

Dear parents and carers

Parents meetings

KS2 Monday 15<sup>th</sup> & Tuesday 16<sup>th</sup> October between 3.15pm – 5.45pm

EYFS/KS1 Wednesday 17<sup>th</sup> & Thursday 18<sup>th</sup> October between 3.45pm – 6.15pm

Good news! You can now book your appointments online.

1. We will send a link to your mobile phone.
2. Click the link to go to the confirmation page.
3. Enter your child's first name to continue (you will need to do this for each child)
4. Next you will go to the booking page.
5. Click 'Please Choose' to be shown a list of available times.
6. Click on the time that is convenient for you.
7. Click 'Book this Slot' to complete your booking. When the button turns green, your booking is made.

Please see Homa if you need any help.

Kind regards

Liz Hayward  
Headteacher

