

18 February 2021

Dear Parent/Carer

Parents' Evening Tuesday 23 February 2021 4.00-6.00pm

We are pleased to invite you to make appointments for the Praising Stars 3 parents' evening, which will take place next Tuesday 23 February 4.00-6.00pm. These meetings will be booked online, and then held by video meeting rather than in-person at the school.

To make your appointments please login at: <https://parents-booking.co.uk/outwoodnormanby>

To login you will need to enter:

- Your first name and surname
- Your child's first name, surname and date of birth

The login details you enter must match those we have on record for you.

Appointments will be available to book from **12.00pm on Thursday 18 February** until **2.30pm on Tuesday 23 February**.

After you have made your appointments you can choose to print or e-mail yourself a confirmation.

On the day of your appointments, you need to re-login at the website address above. 10 minutes before your appointments are due to begin you will be able to join the video meeting room, where you can wait for your appointment(s).

Internet Browser Compatibility:

You must use one of the below device and internet browser combinations for the video meeting technology to work:

- **Apple iPhone/iPad (iOS 11+):** Safari
- **Android phone/tablet:** Chrome or Firefox
- **Linux computer:** Chrome or Firefox
- **Microsoft Surface:** Chrome or Firefox
- **Mac computer:** Safari, Chrome or Firefox
- **Windows computer:** Chrome, Firefox or Edge (Chromium)

A full guidance document for parents/carers can be viewed at the following link.

<https://tinyurl.com/ywt4bmtr>

Troubleshooting Tips

- If you cannot login, please contact the school office.
- The email address field entered is only used to send your appointment confirmation. If you have problems logging in, it will not be because of the e-mail address you entered.

Yours faithfully



Craig Young
Vice Principal