



St Gregory's Catholic Primary School

Grange Road, Northampton NN3 2AX

Tel: 01604 403511/409582

Executive Headteacher: Mrs K Yuen

www.stgregoryscatholicprimaryschool.org.uk

27th February 2020

Dear Parents/Carers

Parents Evening

This term, we will once again use the Parents' Evening Manager on ParentMail – so you can book your parents' evening appointments from your smartphone, tablet or computer. Parents' Evening will be held on the following dates:

Tuesday 17th March 3:30 - 6:00pm

Wednesday 18th March 3:30 - 6:00pm

The booking system will be available from 10:00am on Wednesday 4th March. If you require any help please visit the ParentMail help site: www.parentmail.co.uk/help/parenthelp/

If you have more than one booking to make we advise that you leave a gap between appointments. Appointments are 10 minutes in duration, if you have anything to discuss that might take longer than this please arrange to see your child's teacher after school on an alternative date.

The booking system will be available to use until 3:30pm on Monday 16th March 2020. Please ensure you have booked your appointment(s) before then. Please note, you will need to be registered on ParentMail to be able to book appointments – if you haven't previously received a registration email or text, please contact the school office.

Once registered, if you have an Android or Apple smartphone, we highly recommend you download the ParentMail App so you can book appointments on your phone as soon as the booking system goes live. To do this, simply search for 'ParentMail' in your App store.

If you require any more information, please contact the school office as soon as possible. If you do not have internet access please contact Mrs Annis, our Family Support Officer, who will help you make your appointment(s).

Yours sincerely,

Mrs K. Yuen
Executive Headteacher

