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Education Department
Giffnock Primary School
Academy Road
Giffnock G46 6JL

12th October 2017

Dear Parent / Carer

NURSERY – Parents’ Meetings - Online Appointment Booking

Wednesday 8th and Thursday 9th November 2017

I would like to invite you to attend our Parents’ Meetings on the above dates. The meeting is designed to give you an opportunity to meet your child’s key-worker, review and discuss their progress this term and look over some of their work. Each meeting will last approximately ten minutes. It is not a requirement for your child to attend the meeting although we understand that you may have to bring children with you; as a courtesy we request that they please remain with you at all times.

Some of you will already be familiar with the easy to use online booking system which is used for both nursery and primary appointments. This system allows you to choose your own appointment times with nursery staff and you will receive an email confirming your appointments. If your child is “Pre School” appointments can be made with Mrs Bradley on Wednesday or Thursday. If your child is “Anti Pre School” then appointments can be made on Wednesday with Mrs McWilliam and on Thursday with Mrs Bell. The nursery staff will give you further guidance regarding this.

Appointments can be made from Tuesday 24th October (00:05) and the booking system will close on Sunday 5th November at midnight. The booking system will only accept bookings from one “main carer” which for the majority of families has been set as the mother. However, this is not always the case and if you experience problems in logging in then please try to log in using the father’s details. We expect that appointments will fill up quickly and advise you to access the system as early as possible, particularly if you have more than one child. Where possible, please avoid “**consecutive**” time slots for siblings so that time is allowed for getting to your next class.

You are also able to book a separate appointment time with our Support for Learning teachers, Mrs Carney and Miss McLaren, if you wish to speak to them about any specific matter with regard to your child’s learning.

Please visit <http://giffnock.parentseveningsystem.co.uk> to book your appointments. (A short guide on how to add appointments is attached for easy reference). Please login with the following information:

Student’s First Name

Student’s Surname

Date of Birth

If you do not have access to the internet, please contact the school office. We look forward to welcoming you into school.

Yours faithfully

Rob Lawson
Head Teacher

