

Our Ref:
Your Ref:
Contact:
Tel: S Beattie
01236 794876
E-mail: Enquiries-at-greenfaulds@northlan.org.uk
Date: 18/01/23



Education and Families

Mr Jamie Vaughn-Sharp
Head Teacher
Greenfaulds High School
Auchenkilns Road
Cumbernauld
G67 4AQ
www.northlanarkshire.gov.uk

Dear Parent/Carer

S3 Parents Evening

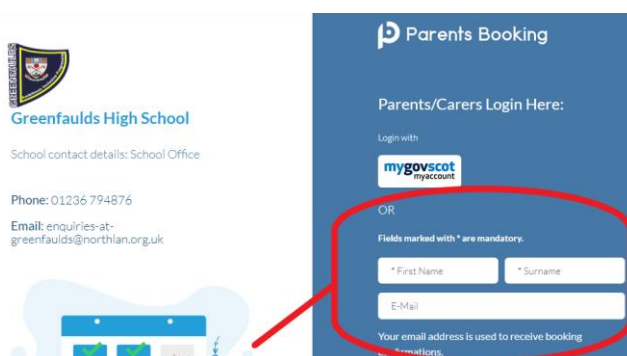
Our S3 parents' evening will take place on Tuesday 28th March 2023. This will be a face-to-face meeting within Greenfaulds from 4.15pm until 6.45pm. We look forward to being able to meet with parents/carers and provide information on the progress of your child at this stage. We use an online booking system to allow parents and carers to make appointments easily and I have included a step-by-step guide on how to do this below. Booking will open on Monday 20th March at 6.00pm and close on Tuesday 28th March at 9.00am. Please note that teachers are limited to 30 appointments and, where they may have more than one S3 class, they may not be able to see every parent. We look forward to seeing you on the night however if you have any questions or issues logging on and making bookings, please contact the school office and we will try our best to deal with them at the time, or to follow up on them immediately afterwards.

Kind regards,

Billy Harris
Depute Head Teacher

Step 1 Logging on to the system:

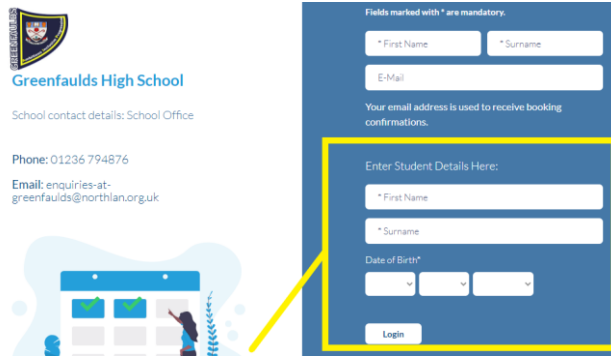
To login to the system, please use the following link: <https://parents-booking.co.uk/greenfaulds>



Do not log in using the Mygovscot tab but instead log in using your first name, surname and email. Please note this must match the main contact details we have on record for you.

You should then enter Your child's first name, surname and date of birth.

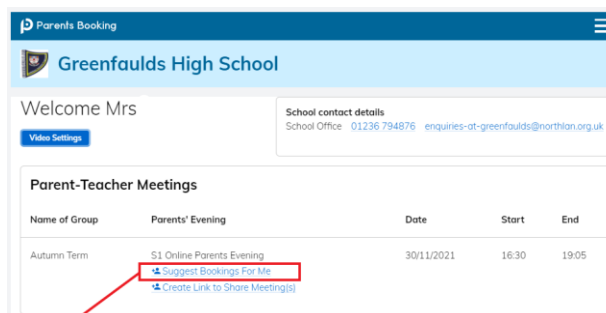




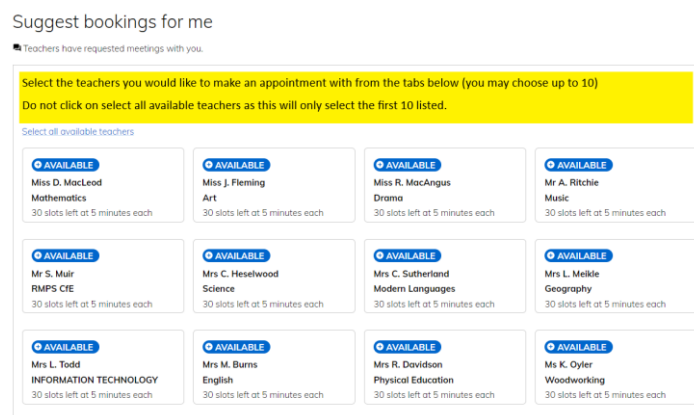
The booking system to make your appointments will open at 7.30 pm on Wednesday 18th January. You can continue to make appointment until it closes at 9.00 am on Tuesday 24th January i.e. the morning of the Parents Evening. Should you have any issue with logging in, please contact the school for assistance.

Step 2 – Making Appointments.

Once you have logged in you can now make appointments.



Click on suggest bookings for me. Suggest Bookings for Me will let you choose the teachers you want to book (across multiple students, if applicable), and asks when you are available for appointments. The system then calculates the most efficient order for your appointments, and you have 5mins to confirm (or adjust) these.



When are you able to attend?

Day 1

Tuesday 30 Nov 2021
(Comfort Break : 17:45 - 17:50)

Arrive: 16:30 Depart: 19:05

Allow other parents and carers of this student to join video calls?

[Make my bookings for me](#)

When you have selected the teachers you want to make an appointment with click on Make my bookings for me

If you need to start or finish your appointments earlier or later you can adjust your arrive and depart times.

Once bookings have all been made you can print or e-mail an appointment confirmation.