



Dobcroft Junior School

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Monday 24th February 2025

PARENTS' EVENINGS – Tuesday 25th March 2025 and Wednesday 26th March 2025

Dear Parents & Carers,

We are pleased to invite you to our **face-to-face** parents' evenings this term.

The meetings will be held on **Tuesday 25th March 2025 (3:50pm-7:00pm) and Wednesday 26th March 2025 (3:50pm-6:10pm) in school**. Each teacher will have a **10 minute slot for your child** and timings will need to be strictly adhered to. However, we realise sometimes parents feel they need a longer discussion if they have particular concerns. If this is the case, please contact your child's teacher to arrange a suitable time to discuss these separately.

We use an electronic booking system for parents' evenings which allows you to pick your own date and time slot for the meetings. This is a different system to the one that has been used previously so please see the additional guidance at the bottom of this letter.

The bookings will be live on the site from **Wednesday 5th March at 12 noon**. From this point, until Friday 14th March at 3:30pm, you will be able to make and edit bookings. After this point, please contact the office if you wish to amend bookings.

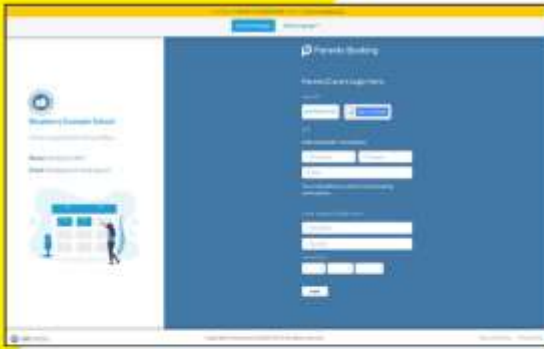
The site can be accessed before the bookings go live - please use the following link to access the site: <https://www.parents-booking.co.uk/dobcroftjunior> You will need to input the email address at which you receive school communication, alongside your child's legal forename and surname and their date of birth. **You may wish to ensure your login details work before the bookings go live.**

While most parents attend parents' evenings together, we recognise that there are some circumstances that require parents to attend appointments separately. We do have limited time slots, but if you consider that this is necessary for you, please let the office know by **Monday 3rd March at 9am** stating your preferred days and timeslots – the office will confirm when your appointments have been made.

Yours sincerely,

Paul Harrison
Assistant Headteacher





On the login page you will be able to login using one or more of the following ways:

- A single sign-on button, e.g. Google
- By typing in some personal information
- Using a username and password

How do I login?

Your school will send you an invite. This invite has a web link for your school's login page, which may be through other technology your school already used, OR a login page similar to the screenshot on the left.

If you do not know where to login, search for your school at www.parents-booking.co.uk, or www.parents-booking.live (America and Canada), or www.parentsbooking.com.au (Australia)

Advice:

- If you do not know your login details, check your invite email. This typically explains exactly what to type in.
- If you still cannot login, contact your school using the contact information on the login page.

Make/Edit My Own Bookings

To make appointment times for yourself, or to edit your appointments, use the Make Bookings for Myself on the Dashboard.

To make appointments:

1. Select the correct subject
2. Select the correct teacher (if there are multiple)
3. Click on Book to make the appointment

Simply repeat the process for each appointment you would like to make. You can also 'Modify' appointments you have previously made.

When you are finished you can print or e-mail your appointment confirmation from the right panel.

Time	Duration	Subject	Status
2:00 PM	1 hour	Maths	Book
2:00 PM	1 hour	Maths	Book
2:15 PM	1 hour	Maths	Book
2:30 PM	1 hour	Maths	Book
2:45 PM	1 hour	Maths	Book
3:00 PM	1 hour	Maths	Book
3:15 PM	1 hour	Maths	Book
3:30 PM	1 hour	Maths	Book
3:45 PM	1 hour	Maths	Book