

Dear Parents & Carers,

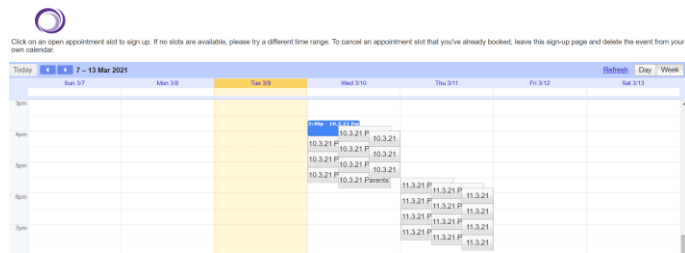
Please join us for Parent's Evening on either **Wednesday 1st November or Thursday 2nd November, 3.30pm to 6.00pm.**

When you arrive at school, you will be shown to the hall which is where your child's books will be ready for you to look at before your appointment. There will be refreshments available and an opportunity to talk with myself and Mrs Kirman. To ensure you have adequate time to look at your child's work, please aim to arrive at school at least 10-15 minutes before your appointment. When the time comes for your appointment, our helpers will escort you to the correct classroom.

To book an appointment, you will need to visit the appropriate link outlined below. This will then offer you a range of available appointments all of which are 10 minutes in duration for you to book yourself.

The steps that you will need to undertake are as follows:

- Sign in to Google with your **child's** Google login (the one they use for school which will be in their planner);
- Follow the booking site link for your child's class listed below,
- Scroll to the dates of the parents evening and select your preferred slot.
- Check your child's details are correct (this will automatically fill in, if you are signed into Google as your child) and press the save button.
- Repeat this process for children you may have in other classes but ensure you log out and back in again as the child you are booking for



Here is a short video of how to undertake this process

<https://www.loom.com/share/0c7c6b11496c4f18b7d40b1ddf3a4b9b>

Of course, if you have any difficulty in booking an appointment, please contact the school office and we will book one on your behalf.

Please see the booking links for each class on the next page.

Outwood Grange Academies Trust, a company limited by guarantee registered in England and Wales with company number 06995649.

Registered office address: Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF.

VAT number: 158 2720 04. Outwood Grange Academies Trust is an exempt charity.

A list of Directors' names is open to inspection at our registered office.

Class	Booking site link
3TN	https://tinyurl.com/OJAB3TN2023
3AS	https://shorturl.at/pwxzZ
3SB	https://tinyurl.com/OJAB3SBAUT2023
3LT/KA	https://tinyurl.com/3LTKA2023
4KH	https://tinyurl.com/OJAB4KH2023
4DM	https://tinyurl.com/parentseve4DM
4BG	https://tinyurl.com/OJAB4BG23
4JM	https://tinyurl.com/4JMparent
5SF	https://tinyurl.com/OJAB5SF2023
5CJ/KA	https://tinyurl.com/OJAB5CJKA
5AM	https://tinyurl.com/OJAB5AM2023
5KW	https://tinyurl.com/OJAB5KW2023
6LP	https://tinyurl.com/OJAB6LP2023
6EJ	https://tinyurl.com/6EJOJAB2023
6MS	https://tinyurl.com/6MSAutumn2023
6MF	https://tinyurl.com/OJAB2023

Should you require any support, please do not hesitate to contact us in school and we will support you with booking an appointment.

We look forward to seeing you.

Mr S Tait

Principal