

17 November 2017

## **Sapphire Class: Parents' Consultation Afternoon – Online Appointment Booking System**

Dear Parents and Carers,

I would like to invite you to attend our Parents' Consultation afternoon on **Tuesday 28 November 2017** between **12:00pm** and **5:00pm**.

Children should be picked up from school at the normal time of 3:00pm or at the time their extracurricular activities or wrap around care finish.

Appointments can be made online from **Tuesday 21 November at 5:00pm** and will close **Monday 27 November 5:00pm**. As always there will be one appointment slot given per child which will last no longer than 10 minutes.

Please visit <https://parents-booking.co.uk/kingfisherhall> as soon as possible to ensure you can login and are ready for the booking open date.

This is where you will be able to book your appointment from the date stated above. Login will be validated against the following information that we hold:

- Parent's E-mail address
- Child's Surname
- Child's DOB

Take particular care when entering your details, especially with the **Date of Birth** and **double-barrelled surnames**. If the login cannot be validated because any of these details are incorrect please let the office know so that we can amend your records as soon as possible.

Yours sincerely

Miss Meera Shah  
Acting Headteacher