



Captain Cook Primary School

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27<sup>th</sup> January 2020

Dear Parent/Carer

### **PARENT TEACHER CONSULTATIONS**

Your child's class teacher would like to talk with you about how your child has progressed and set the main targets they will need to work on for the rest of the year. Parents' consultations will take place on Monday 10<sup>th</sup> and Tuesday 11<sup>th</sup> February for all classes. All of the schools in our Multi Academy Trust will now have parents evening in October and February.

Once again, this term, we will be using our online appointment booking system. This allows you to choose your own appointment times with teachers and receive an email to confirm the date and time.

The booking system will open on Tuesday 28<sup>th</sup> January at 8.00am and will close on Thursday 6<sup>th</sup> February at 5.00pm. Should you wish to make any changes after this date please contact the school office.

**Please visit** <http://captaincook.parenteveningsystem.co.uk/> to book your appointments. We also have a link on our school website, which will take you directly to the log in screen. (You will need the following information to Login:

Your name and email address

Pupil's Legal First Name

Pupil's Legal Surname

Pupil's date of Birth in this format --/--/----

Please note that the system does not require you to have an email address to book an appointment, you can still book one without this.

Nursery will be operating a paper system for booking appointments; please see Miss Martin to arrange a time when you bring your child to school.

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Many thanks

Mrs A Young  
Head Teacher

