



Dear Parents,

29th September 2020

PARENT/TEACHER APPOINTMENTS - 12th 14th & 15th OCTOBER 2020

To keep in line with Government restrictions and social distancing, our parent teacher meetings, this term, will be via **telephone appointments only**.

You will be able to book your appointment(s) via the on-line App. This is the most efficient and quickest way to book. Appointments are given on a first come first served basis and the booking system will go **live on Monday 5th October, 2020 at 9:00am**.

Appointments are a 10-minute slot. **Please be aware that staff will contact you within the hour of your appointment time**. Every endeavour will be made to adhere to the timing of your appointment but this cannot be guaranteed. Example: for a 2:10pm slot, you will receive your call between 2:00pm and 3:00pm.

If you need any further advice, please go to www.eschools.co.uk/parent-letter, where you can watch a quick video introduction to the eschools platform.

If you are still in need of advice or guidance, please contact the school office on schooloffice@poultonlancelyn.wirral.sch.uk or telephone 334 5021.

Yours sincerely,

Mrs C Arnold
Headteacher