

 **The Garibaldi School**
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Head Teacher
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6th January 2023

Dear Parent/Carer

Year 12 and 13 Parents' Evening Tuesday 17th January 2023

Year 12 and 13 Parents' Evening will take place on **Tuesday 17th January 2023** in the **main Hall** with bookable slots available from 3.30pm to 7.00pm. Appointments are allocated on a first come, first served basis with appointment slots being time bound. Please speak to a member of the Administration Team, who will be available on the night, if you require a follow up conversation with teaching staff.

Bookings, on this occasion, will be made through the on-line booking system **Parents Bookings** which parents/carers can access full instructions on The Garibaldi School website:

<https://www.garibaldischool.co.uk/page.php?p=parents> (scroll down to view the guidance videos. You will be given the option of making your own appointments or alternatively click on '**suggest bookings for me**' and all your appointments will be made for you. Please find attached Parents Bookings Guidance Notes.

Please login to see which appointments are available and select one that is convenient for you.

To make your appointment please login at: <https://parents-booking.co.uk/garibaldischool>

To login you will need to enter:

- Your first name and surname
- Your child's first name, surname and date of birth
- The login details you enter must match those we have on record for you.

The online booking system will go 'live' **from 8.30am Monday 9th January 2023** where, dependent upon availability, you will be able to book a six-minute appointment with each of your child's teachers. It is recommended that, at the time of booking the appointment, you submit any questions to be discussed. The teacher will be aware of these questions prior to your appointment.

If you are unable to book an appointment online please call the school on 01623 464220, email office@garibaldischool.co.uk we will make the appointment on your behalf.

We look forward to seeing you on the evening.

Yours faithfully

Mr B West
Director of Sixth Form (Associate School Leader)