



Somerville Federation

Somerville Primary School and Somerville Nursery School

Northbrook Road, Wallasey, Wirral. CH44 9AR

Tel: 0151 638 5074 Fax: 0151 639 1019

schooloffice@somerville.wirral.sch.uk

www.somerville.wirral.sch.uk

Executive Headteacher – Mr M J Forber

PARENTS EVENING – F2 to Y6 – AUTUMN TERM 2018

Dear Parents and Carers

Parents evening is fast approaching and we would like to give you the opportunity once again to book in online.

We hope that you will use the website over the coming days to book in for your parents evening, if you prefer to let your teacher decide a time for you instead you can complete the slip on the reverse of this letter and return to your child's class teacher or speak to them in person at the end of the school day and at the latest by Friday 12th October 2018.

Foundation 2 parents and carers are asked to complete the booking sheets available on the foundation classroom doors and windows as you drop off or collect your child in the next few days.

1. Login details

Please remember to click on PARENT LOGIN and not student or staff. Most parents and carers now know their login details. However if you have forgotten these they can be emailed to you if you send an email to the school office, with the subject line forgot password, from your registered email address. If you do not have a login username, your individual login details can be emailed to you once you have told us your email address.

2. Parents evening

When you are logged in you will be able to book in for your child's parents evening. This will hopefully give you more choice before all of the appointments are booked up. Please remember to save your selection and to write down when your slot is.

If you do not wish to use the online booking facility you can still return the slip to your class teacher who will try to accommodate your selection of day and time.

3. Use your smartphone or Iphone.

Parents with an iPhone or Android phone can also access the **School spider App** and receive notifications directly from the school office. You may also be able to book in using your smart phone and iphone. Download the app from either the Apple App Store (iPhone) or Google Play (Android) and register your email address (make sure you have told us your email address from the link on the school website).

With regards.

Mr M J Forber

Executive Headteacher

Autumn Term parents and carers evening reply slip:

Child's Name:

Class:

I would prefer my child's class teacher to choose a time for me to attend the parents evening from the selections below: PLEASE TICK A DAY AND TIME or TIMES you prefer.

Tuesday 16th October 2018 3.30pm to 4.30pm 4.30pm to 5.30pm

5.30pm to 6.50pm (Late evening appointment)

Wednesday 17th October 2018 3.30pm to 4.15pm 4.15pm to 5.00pm

(2pm to 3pm Elm and Holly class only) (5pm-7pm Squirrel class only)

Please Note: Squirrel will be holding their parents evening on Monday (till 5pm) and Wednesday (till 7pm) instead due to staff training. Please use the Tuesday boxes if your child is in Squirrel class and would like a **Monday** appointment.

DO NOT WRITE BELOW THIS LINE

For class teacher ONLY to complete.

Your child has been given the following appointment time.

Monday / Tuesday / Wednesday atpm

We have tried to accommodate your choice as best as possible. However if you are unable to attend this appointment time, please contact the school office or your child's class teacher as soon as possible so that alternative arrangements can be made.