



November 2020

Dear S1 Parents/Carers,

The S1 Parent /Carers' evening will take place from 4.30-7pm on **Thursday 3 December**. We will be using an online video system for these consultations. This system has been trialled by other schools across the country and in City of Edinburgh and it would be fair to say that there have been issues. However, that being said, it seems to be definitely more positive than negative and also the best option open to schools just now.

To make your bookings we operate an online booking system for all our parents/carers' evenings. To make bookings go to: <http://www.parents-booking.co.uk/tynecastle>

PLEASE NOTE: You need to type this address into your website browser's 'address bar'. Do not try to 'Google' this website address or use a search engine as that will not work. This is a common mistake on phones and tablets especially.

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

You will need:

- Your child's legal first known as forename and legal surname
- Your child's date of birth

The system will be live **from 7pm this evening** and will be open to take your bookings until **noon on Thursday 3 December**.

Once you have logged in, we suggest you use the 'Automated Booking' wizard to make your appointments. You will be asked to enter your availability and choose which teachers you want to see before being shown the most efficient order for visiting those teachers on the night.

Troubleshooting Tips - please read before booking!

- To login you need to enter the details we have on record for you and your child. If you have recently changed your surname, for example, and not informed us, we will be expecting you to login with the details we have on record
- The email address you enter is only used to receive a confirmation of your appointment. If the system gives you an error when you login, it will not be the email address that is the problem

If you need assistance with booking appointments for the S1 Video Consultations please see the 'how-to' video posted on the school website, the attached guide or contact the

school office between 9.30am and 3.00pm Monday to Thursday or 9.30am to 12.30pm on a Friday and a member of staff will help you.

Yours sincerely,

Mrs J Ramsay
Depute Head Teacher S1/2/3