



# GOLDINGTON GREEN ACADEMY

Headteacher: Mrs C Skingsley BEd Hons

Goldington Road, Bedford MK41 0DP

Telephone: 01234 326335

E-mail: [admin@goldingtongreenacademy.co.uk](mailto:admin@goldingtongreenacademy.co.uk) Website: [www.goldingtongreenacademy.co.uk](http://www.goldingtongreenacademy.co.uk)



Dear Parents/Carers

9<sup>th</sup> October 2023

## Face to Face Parent Consultations (or Zoom/Telephone) – Weeks beginning 30<sup>th</sup> October and 6<sup>th</sup> November 2023

We will be once again organising our Parent Consultations at Goldington Green Academy using an online booking system for Parents. **Our next Consultations take place over the weeks beginning 30<sup>th</sup> October and 6<sup>th</sup> November 2023.** These are for children in all year groups except Saplings, Little Saplings and Conifer Class who will be arranging their own Parent Consultations. **PLEASE NOTE WE ARE ENCOURAGING FACE TO FACE CONSULTATIONS, BUT IF THIS IS NOT POSSIBLE YOU HAVE A CHOICE OF ZOOM OR TELEPHONE CONSULTATIONS, SO PLEASE WHEN MAKING YOUR BOOKING ENTER WHICH METHOD YOU REQUIRE IN THE COMMENTS BOX ON THE BOOKING PAGE. OR CONTACT YOUR CHILD'S CLASS TEACHER.**

Go to <http://www.parents-booking.co.uk/goldingtongreen>

**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.**

When you login to the above web address you will see which appointments are available for your child's class and be able to select one that is convenient for you.

### You will need:

- Your title and surname (*these must match those we have on record for you*)
- Your child's first name, surname and date of birth

The system is live from **Monday 16<sup>th</sup> October at 9am** and will be open to take your bookings until **9pm on the day before your child's class consultations.**

### 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 title or 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 have several children to make bookings for, use the 'Change Child' button on the blue bar (above the school's name) in the very top left corner of the Parent's Booking Page to swap between your children.

If you are unable to book at home, please telephone the school office for help.

Yours sincerely

**Mrs C Skingsley, Headteacher**



**From the smallest seeds, to the tallest trees, always aiming higher; Give, Grow and Aspire**