

**Balgreen Primary School**

171 Balgreen Road, Edinburgh EH11 3AT

 Mr Richard Napier Tel: 0131 337 6066

 Headteacher E-Mail: admin@balgreen.edin.sch.uk

 10th May 2022

**Parent-Teacher Meetings**

You are invited to make appointments for the school’s next parent-teacher consultations. These meetings will be made available to book online. Consultations this term will be face to face unless we hear from you otherwise. If you would prefer a telephone consultation, please call the school office to arrange this.

The parent-teacher phone calls are on **Wednesday 18th May** **and Thursday 19th May** for all year groups.

To make your appointments please login at: [www.parents-booking.co.uk/balgreen](http://www.parents-booking.co.uk/balgreen)

**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.

Appointments will be available to book from **8pm on Wednesday 11th May** until **12 Noon on Monday 16th May.**

After you have made your appointments you can choose to print or e-mail a confirmation.

**Troubleshooting Tips**

* If you cannot log in please contact the school office.
* The email address field entered is only used to send your appointment confirmation. If you have problems logging in, it will not be because of the e-mail address you entered.

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

Kind regards,

Mr Richard Napier

Headteacher