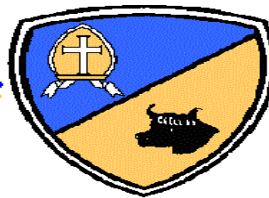


ST. LUKE'S CHURCH OF ENGLAND PRIMARY SCHOOL



Church Lane
Lowton
Warrington
WA3 2PW



01942 201140



www.saintlukes.wigan.sch.uk

Headteacher: Mr S Hardaker e-mail enquiries@admin.saintlukes.wigan.sch.uk

01 March 2022

Dear Parents and Carers,

Due to the success of last March's virtual parent consultation, we have taken the decision to move to holding one virtual and one face to face session per academic year. This means that our consultation being held on Tuesday 22 March 2022 will be hosted virtually, through our 'Parents Evening' facility and you can now book your appointments online. The consultations will take place between 3:30pm and 7:00pm.

We will send a link to your mobile phone or email address which will take you to our online booking system to select a time convenient for you. Please follow these simple steps to book your slot:

1. Click the link that you receive through text and/or email to take you to the confirmation page. You will need internet access to do this.
2. Enter your child's first name to continue. If you have more than one child, any of their first names will work.
3. Next you will be taken to the booking page. This will show your children alongside all of the teachers that you can book in with.
4. Click 'Please Choose' to be shown a list of available times that you can click to book.
5. Click 'Book this Slot' to complete your booking. When the button has turned green you know your booking has been made.
6. At any time until Wednesday 16 March 2022, you can click the link on your phone or email again to check your booking time or even un-book by clicking the green booked button.

Please make sure you book your appointment ASAP to ensure you get the best time for you. Should you require any further assistance, please contact the school office.

Please be aware that there will only be opportunity for one appointment per child. If you need to update your contact information please contact the school office.

Yours faithfully,

S. Hardaker

Mr S Hardaker
Headteacher



SCHOOL
MEMBER

