



# 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](mailto:schooloffice@somerville.wirral.sch.uk)

[www.somerville.wirral.sch.uk](http://www.somerville.wirral.sch.uk)

Executive Headteacher – Mr M J Forber

## PARENTS AND CARERS EVENING – AUTUMN TERM 2019

Dear Parents and Carers

**Parents and carers 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 attached 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 Monday 21<sup>st</sup> October 2019. It is more likely that you will get the slot you want; the sooner you book in.

Where parents are separated and need an appointment each, please arrange this with your child's class teacher or by each completing the slip attached. Unfortunately the system will only allow one parent with login details to book online, this is a software issue and we are unable to change this.

---

### 1. Login details

Your individual login details have been sent out previously, if you have lost these you will need to email the school office with the subject line **Website**. Hopefully this will not be the case and you will have saved your password and username somewhere safe.

**Website address:** [www.somerville.wirral.sch.uk](http://www.somerville.wirral.sch.uk)

---

### 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.

**If you do not wish to use the online booking facility you can still return the slip attached 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 phone. Download the app from either the Apple App Store or Google Play and register your email address.

With regards.

Mr M J Forber

Executive Headteacher

.....

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:

<input type="checkbox"/> Tuesday 22 <sup>nd</sup> October 2019	<input type="checkbox"/> 3.30pm to 4.20pm	<input type="checkbox"/> 4.30pm to 5.20pm
	<input type="checkbox"/> 5.30pm to 7.00pm	
<input type="checkbox"/> Wednesday 23 <sup>rd</sup> October 2019	<input type="checkbox"/> 3.30pm to 4.20pm	<input type="checkbox"/> 4.30pm to 5.30pm

\_\_\_\_\_ DO NOT WRITE BELOW THIS LINE \_\_\_\_\_

**For the class teacher to complete.**

Your child has been given the following appointment time.

Tuesday 22<sup>nd</sup> October / Wednesday 23<sup>rd</sup> October\* at .....pm

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.