

Parents' Guide for Booking Appointments

Browse to <https://wisboroughgreen.parentseveningsystem.co.uk/>

Step 1: Login

Please fill out all the details on the page. A confirmation of your appointments will be emailed to you and we may use the phone number to contact you. Only prime parents can book appointments.

Please use your child's "preferred" forename that matches our records (no abbreviations).

Date of birth – e.g.: 26/11/2005

Parents' Evening System
Welcome to the Green Abbey parents' evening booking system. Appointments can be amended via a link from the email confirmation - please ensure your email address is correct.

Your Details

Title: Mr | First Name: John | Surname: Smith
Email Address: john.smith@gmail.com | Confirm Email Address: john.smith@gmail.com

Child's Details

First Name: Swah | Surname: Smith | DoB dd/mm/yyyy: 26/11/2005

Log in & Continue

Step 2: Select Parents' Evening

Click the green tick to select the parents' evening you want to make appointments for.

Select a parents' evening to add appointments:

Parents' Evening  Continue

This parents' evening is for all pupils. Please enter the school via the main entrance and follow the signs for the Main Hall where this evening is taking place. Parking is available in the main school car park.

Date: 24/01/2013 Time: 16:00 - 20:30

Step 3: Check Teachers

Your child's teachers will appear.

Click on the Continue button to proceed.

Home | Appointments

Step 2 of 3: Choose Teachers

Your child's teachers have been pre-populated. Please check these are correct and make any changes you wish to see.

Class 4E | Dr J Lebon

Continue to Book Appointments

Step 4: Book Appointments

Click 'Book' to make your appointment with the teacher for the time you wish.

Dr J Lebon
Class 8E
L7
No Appointment

16:00	Book
16:05	Book
16:10	Book
16:15	Busy
16:20	Book
16:25	Book
16:30	Busy
16:35	Book
16:40	Book

Step 5: Finished

After booking all your appointments you have an opportunity to send feedback to the school.

To book appointments for another child, please click the link to complete this process again.

All Finished!

Your appointments have been saved and an email has been sent confirming your appointments.

Changed Your Mind?
To change an appointment click on the red cross beside your child's name for the relevant teacher. Be sure

What's Next?
[View/Print Appointments](#) | [Send Feedback](#) | [Book Appointments for Another Child](#) | [Logout](#)

Viewing/Editing/Printing Appointments

Click the "Appointments" tab to view and print your appointments. Please bring a print out of your appointment times to the parents' evening.

You can change your appointments by clicking on "Add/Edit/Delete Appointments".

There is a link at the bottom of the confirmation email which logs you back into the system.

Home | Appointments

Print Appointments | Your Appointments

Select Evening: Parents' Evening 24/01/2013

16:00	
16:05	
16:10	
16:15	
16:20	Mr A Pinkney - Geography (HS)
16:25	
16:30	Mr J Atkinson - English (ES)
16:35	
16:40	Mr A Gray - French (L2)
16:45	
16:50	Mr K Jacobs - History (HS)
16:55	
17:00	Mrs L Vernon - Mathematics (MA)
17:05	
17:10	
17:15	
17:20	
17:25	

Parents' Evening
This parents' evening is for the school via the main for the Main Hall where Parking is available in the
Date: 24/01/2013

Add/Edit/Delete