



Brumby Junior School

Queensway, Southhope, DN162HR, 01724965644, www.brumbyjuniorschool.co.uk  
Headteacher Mr P Foster

23<sup>rd</sup> February 2018

Dear Parents,

I would like to invite you to attend our Parents' Evening on Monday 5<sup>th</sup> March or Tuesday 6<sup>th</sup> March. This is an important evening and provides you with an opportunity to discuss your child with their class teacher.

We use an online appointment booking system which allows you to choose your own appointment times. Appointments can be made from today and will close on Friday the 2<sup>nd</sup> March at 1pm. No bookings can be added after this date. Please note that appointments are booked on a first come first served basis so we encourage you to book ASAP.

**To make an appointment, please visit <https://brumbyjuniors.parentseveningsystem.co.uk>**  
**Please type this web address in. If you google it, it takes you to an incorrect site.**

Alternatively, use the Brumby Junior School APP to book an appointment.

**To login please fill out all of Your Details and all of your Child's Details.** Please see the example below. By including your email, you will receive an automatic email confirmation of your appointments.

The screenshot shows the login page for the Brumby Junior School Parents' Evening System. At the top, there is a blue header with the school name. Below it, the title 'Parents' Evening System' is displayed. A welcome message states: 'Welcome to the Brumby Junior School parents' evening booking system. Appointments can be amended via a link from the email confirmation - please ensure your email address is correct.' The form is divided into two main sections: 'Your Details' and 'Child's Details'. In the 'Your Details' section, there are input fields for Title (a dropdown menu with 'Mr' selected), First Name (containing 'John'), Surname (containing 'Smith'), Email Address (containing 'jsmith@hotmail.co.uk'), and Confirm Email Address (containing 'jsmith@hotmail.co.uk'). The 'Child's Details' section has input fields for First Name (containing 'David'), Surname (containing 'Smith'), and DoB (dd/mm/yyyy) (containing '20/07/2006'). At the bottom of the form is a button labeled 'Login & Continue' with a green checkmark icon.

Once you have logged in, please read and follow the step by step instructions

**If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.**

Yours sincerely

Mr S Tait  
Deputy Head Teacher