

## **S4 Parents' Evening**

Following my recent letter, I would now like to share further information with you regarding our upcoming S4 Parents' Evening on Tuesday 18 January 2022. This will take place online using the Parents Booking System and will take the form of video meetings with individual teachers.

An important change to our usual arrangements is that parents/carers now make appointments via the online system. Appointments will be available to book from **6pm on Friday 7 January** until **midnight on Monday 17 January**, with the parents' evening commencing at 5pm and finishing at 7pm on 18 January. After you have made your appointments, you can choose to print or e-mail a confirmation of your times.

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

To login you will need to enter:

- Your first name and surname
- Your child's first name, surname and date of birth

**Please note the login details you enter must match those we have on record for you and should be the parent designated as the main contact.** Please contact the school office to check the records we hold if you encounter any difficulties at this stage.

Each booking slot is 5 minutes long and a countdown timer will ensure all appointments run to time. At the end of each 5 minute slot, the website will automatically move you onto your next appointment.

On the day of the parents' evening, you need to re-login at the website address above in the 15 mins before your appointments are due to begin. At this time, you will be able to join the video meeting room, where you can wait for your appointments to automatically begin at your confirmed meeting times.

### **Internet Browser Compatibility:**

To access the video meeting appointments, you must use one of the devices listed below along with the internet browser combinations:

- Apple iPhone/iPad (iOS 11+): **Safari**
- Android phone/tablet: **Chrome or Firefox**
- Linux computer: **Chrome or Firefox**
- Microsoft Surface: **Chrome or Firefox**
- Mac computer: **Safari, Chrome or Firefox**
- Windows PC: **Chrome, Firefox or Edge (Chromium)**

### **Troubleshooting Tips:**

- If you cannot login, 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.

When choosing appointment times, you will have the option of either selecting your own times based on teacher availability or allow times to be automatically generated for you. You will only be offered appointments with teachers for subjects that lead to qualifications. If you wish to speak to your child's Guidance Teacher then please contact the school office to arrange a time out with the parents' evening.

To support you in making and accessing your appointments, please find attached two supporting documents to help you navigate the website. These documents can also be found on the school website at [www.marrcollege.sayr.sch.uk](http://www.marrcollege.sayr.sch.uk).

We hope you find the online video parents' evening a good solution to the continuing Covid mitigation of being unable to offer normal face-to-face parents' evenings. A copy of this letter will be sent out again at the start of the new term and we hope you will join us online to ensure you receive feedback from teachers to support your child with their learning and progress.

Yours faithfully

A handwritten signature in black ink that reads "George Docherty". The signature is written in a cursive style with a long, sweeping tail on the final letter.

Mr George Docherty  
Head Teacher