



**LEES BROOK
COMMUNITY
SCHOOL**

21 October 2019

Dear Parent

Form Tutor Parents Evening Tuesday 5th November - Online Appointment Booking

I would like to invite you to attend our Form Tutor Parents Evening on Tuesday 5th November - 8 minute appointments are available between 4.00-8.00pm.

The school has an intuitive and easy to use online appointment booking system. This allows you to choose your own appointment time with Form Tutors and you will receive an email confirming your appointment.

Appointments can be made from Monday 21st October and will close on Tuesday 5th November at midday. Should you wish to make any changes after this date please contact the school office.

Please visit <https://leesbrookcommunity.parentseveningsystem.co.uk/> to book your appointments.

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 Geary
Director of Achievement