You'll see on your homepage whether there is an upcoming Guardian Consultation.

In the case where no Parents Evening has been arranged, the section will state the below:



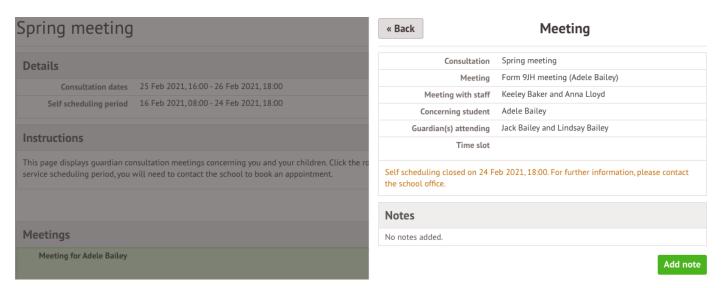
If a Consultation event has been created but the self-scheduling has **not** yet been enabled by the School yet, the dates of the parents evening will be shown with a note of when self-scheduling is available.



You can view more details about the meeting and book a slot if your school has enabled this.



If it isn't possible to book a meeting yet but you believe you should be able to, **get in touch with your school**. You can also add a note here.



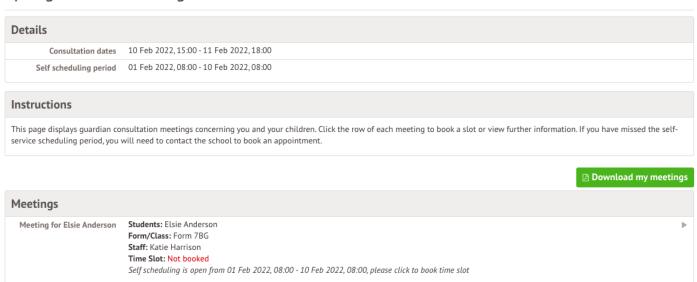
You'll be able to see when booking is available.

Guardian Consultations Spring meeting (25 Feb 2021, 16:00 - 26 Feb 2021, 18:00) Self scheduling is open, please click here to book time slots. ▶

Click to access the booking page and select the meeting to book.

You can download a list of the meetings you have booked as a PDF by clicking on the green **Download my meetings** button.

Spring Parent's Evening



Click on the **Time slot** drop-down button and choose the time you would like to attend the consultation, and which Primary Guardians will be attending.

If you can't select a time slot, it means the staff member has not been given a period of availability.

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Schedule Meeting

Consultation	Spring Parent's Evening	
Meeting	Form 7BG meeting (Elsie Anderson)	
Meeting with staff	Katie Harrison	
Concerning student	Elsie Anderson	
Guardian(s) attending	✓ Leo Anderson ✓ Sophia Anderson	
Time slot*	10 Feb 2022, 15:00	⊙ ▼
		Book time slot
Notes		
No notes added.		
		Add note

Make sure at least one guardian is ticked, or you'll receive an error.



The page will then reload and show that your booking has been successful. You'll be sent an email confirmation.



You can edit your booking by returning to the page and clicking on your booking.

- Select a different time slot and click Reschedule meeting to change your slot.
- Click **Amend guardians** to remove one of the child's Primary Guardians or add them back into the meeting.

Reschedule Meeting Consultation Spring meeting Meeting Form 9JH meeting (Adele Bailey) Meeting with staff Keeley Baker and Anna Lloyd Concerning student Adele Bailey

Guardian(s) attending

Time slot

Change time slot Change time slot ▼

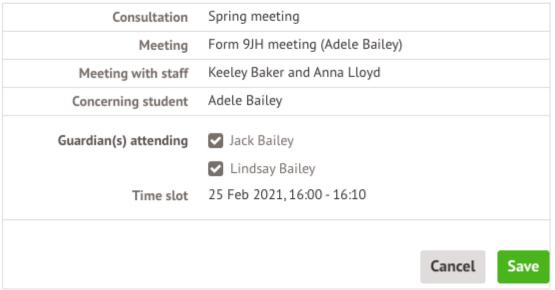
Amend guardians

Reschedule meeting

25 Feb 2021, 16:00 - 16:10

Jack Bailey and Lindsay Bailey

« Back Reschedule Meeting



If you've unticked yourself as the attending guardian, you'll have the option to book a separate meeting slot if your school allows this.

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Meeting

Consultation	Spring meeting		
Meeting	Form 9JH meeting (Adele Bailey)		
Meeting with staff	Keeley Baker and Anna Lloyd		
Concerning student	Adele Bailey		
You're currently not a participant of this meeting, if you believe you should be, then please contact the school office. Alternatively, you can book a separate meeting with the staff member by clicking the "Book separate meeting" button below.			
	Book separate meeting		

If you want to remove an incorrect booking or add yourself back into the original booking, **get in touch with your school** and ask them to amend this for you.

Meetings		
Meeting for Adele Bailey	Students: Adele Bailey Form/Class: Form 9JH Staff: Keeley Baker and Anna Lloyd Location: Undisclosed Time Slot: Undisclosed	>
Meeting for Adele Bailey	Students: Adele Bailey Form/Class: Form 9JH Staff: Keeley Baker and Anna Lloyd Time Slot: 25 Feb 2021, 16:10 - 16:20	>