



Diocese of Birmingham  
**ST LAURENCE CHURCH JUNIOR SCHOOL**  
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Website: [www.stlrcj.bham.sch.uk](http://www.stlrcj.bham.sch.uk)  
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Headteacher: Mr Andrew Murphy

Monday 4<sup>th</sup> November 2024

Dear Parents / Carers,

**RE: Parents' Evening Meetings**

We are pleased to detail that you will be able to book parents' evening appointments for your children online. The parents' evening meetings **will be held in school on Tuesday 12<sup>th</sup> (3:45 – 6:15pm) and Thursday 14<sup>th</sup> November (4:30 to 7:00pm)** for all year groups. You will spend up to 10 minutes with your child's class teacher during this time. When you log in to website, it will clearly show the class teacher you need to book into. You will also be able to book appointment slots for multiple children through one log in. *(Please be aware that there has been a fault in the booking system so we apologise this has been sent out to you later than expected)*

To make your appointments please login at:  
**<https://parents-booking.co.uk/stlaurence>**

**To login you will need to enter:**

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

The login details you enter **must** match those we have on record for you from when your child started school.

Appointments will be available to book **from 4pm on Tuesday 5<sup>th</sup> November** until **midday (12pm) on Monday 11<sup>th</sup> November**. After you have made your appointments you can choose to print or e-mail a confirmation.

**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.

If you are unable to book at home, please contact the school office for help.

Kind regards,

A handwritten signature in black ink that reads 'Mr. Murphy'. The signature is written in a cursive style and is positioned above a horizontal line.

Mr Andrew Murphy  
Headteacher