

Benwick Primary School



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Headteacher: Mrs Clare Talbot

www.benwick.cambs.sch.uk

3 March 2020

Dear Parent / Carer

'ONLINE' PARENT APPOINTMENTS BOOKING SYSTEM

Spring Term Parent Appointments will be held on Monday 23 March and Tuesday 24 March 2020 from 3.00pm – 6.00pm.

How do I make appointments?

We are introducing the eSchools platform which can be accessed through our school website for booking your appointments. The Parents Evening Booking function is an easy way for you to book appointments with teachers using your own personal log in and password. Please see attached letter with instructions on how to use the platform and your username and password. Please note once logged in you will be able to change your password.

The online booking system will be available to make bookings from Wednesday 4 March until Thursday 19 March 2020.

This is the first time that we have used this system and we would appreciate your support with any teething problems that you may encounter when first getting started! If you have any difficulties please contact the school office and we will be more than happy to assist or book an appointment for you.

We look forward to seeing you.

Yours sincerely

Mrs C Talbot
Headteacher



Dear Miss Abbey Baxter

We are delighted to introduce eSchools! With eSchools, you'll find all the information you'll need in one easy-to-access platform!



Please see below the information you'll need to login to your eSchools account:

Using the platform

1. Go to your school's website: **benwick.cambs.sch.uk** and click on the login button
 2. Enter your details:
Your username: abbey.baxter
Your password: 4236
(please keep these safe and secure for future use)
 3. eSchools brings together the information you'll need into one easy-to-use platform
 4. Click on the cog icon in the top right corner of the screen (when logged in) to change your password
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Using the app

1. Search 'eSchools' to find the free app in either the Apple App Store (iPhone) or Google Play Store (Android). Alternatively click on the link from your eSchools dashboard (when logged in) to download the app
2. Enter your details:
School Name (for app): benwick.eschools.co.uk
Login details: Your username and password (the same as those detailed above)
3. Within the app you'll be able to view relevant information as well as receive notifications on the go
4. Ensure notifications are turned on within your phone settings, so you do not miss any important updates

For further information and a quick video introduction to the eSchools platform please visit www.eschools.co.uk/parent-letter

Ref children: Lacey-mae Smith (Hérons)