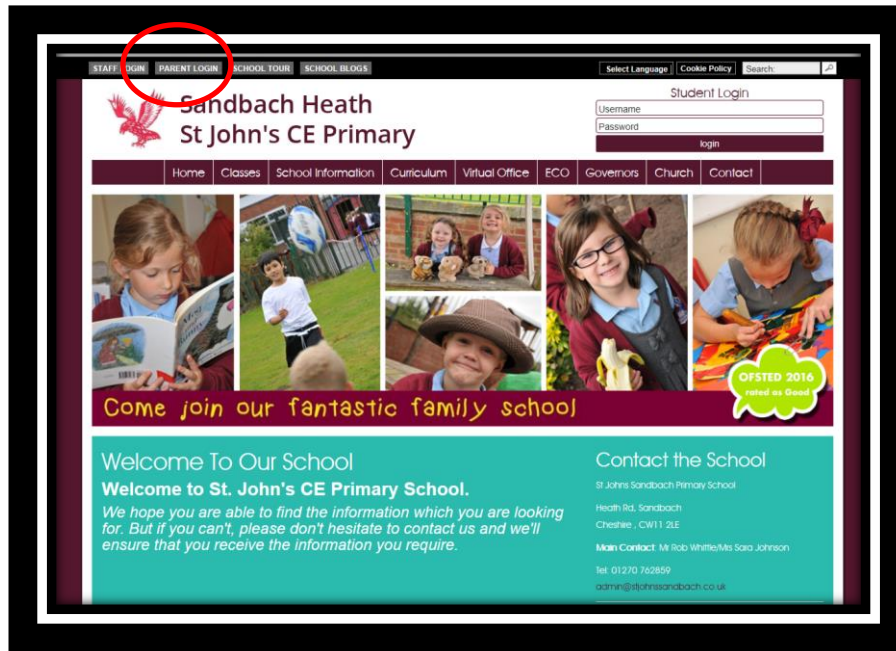
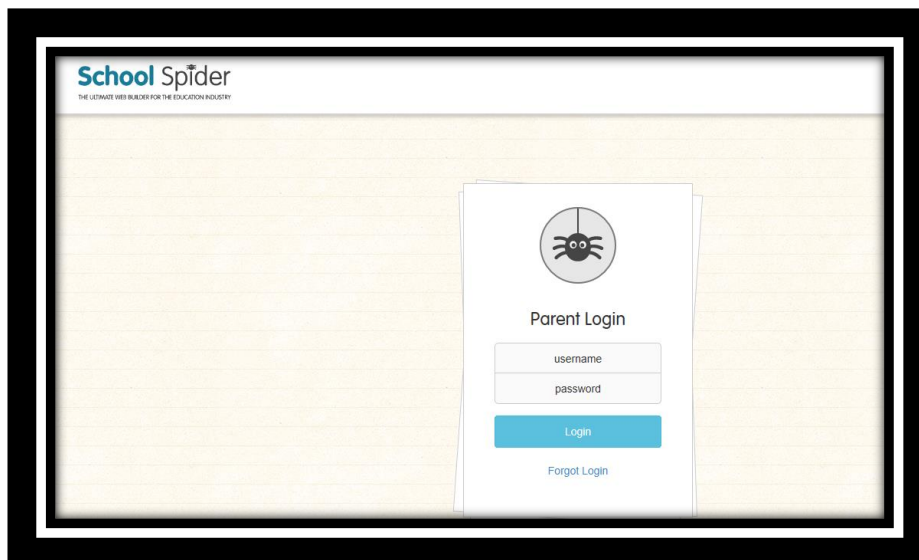


How to book an appointment for parents evening

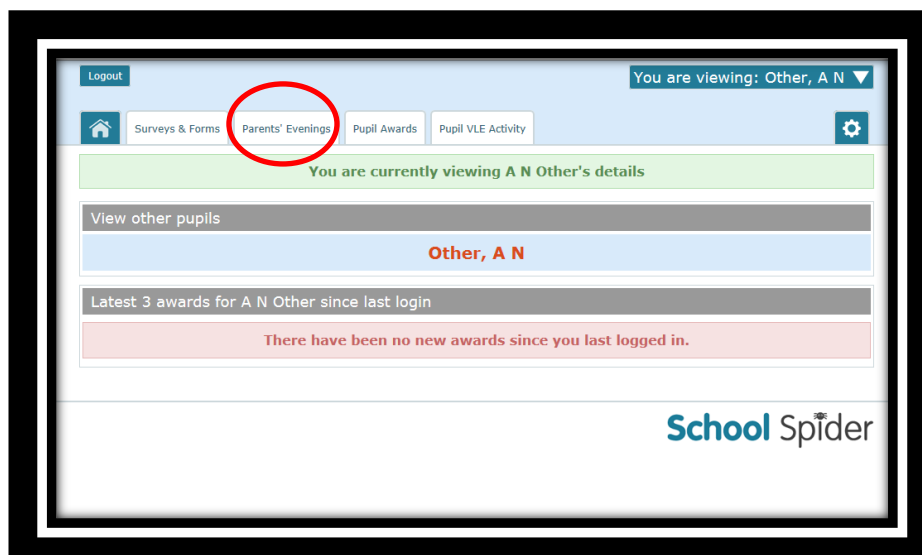


Go to the school website (or your School Spider app) and click on the parents login.



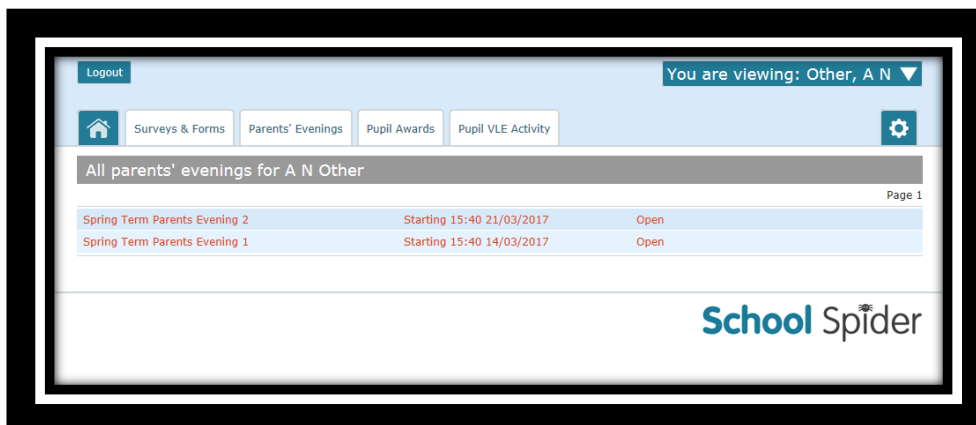
Enter you username and password.

(If you havent received an email with these, please contact Mr. Whittle or Mr. Norbury)

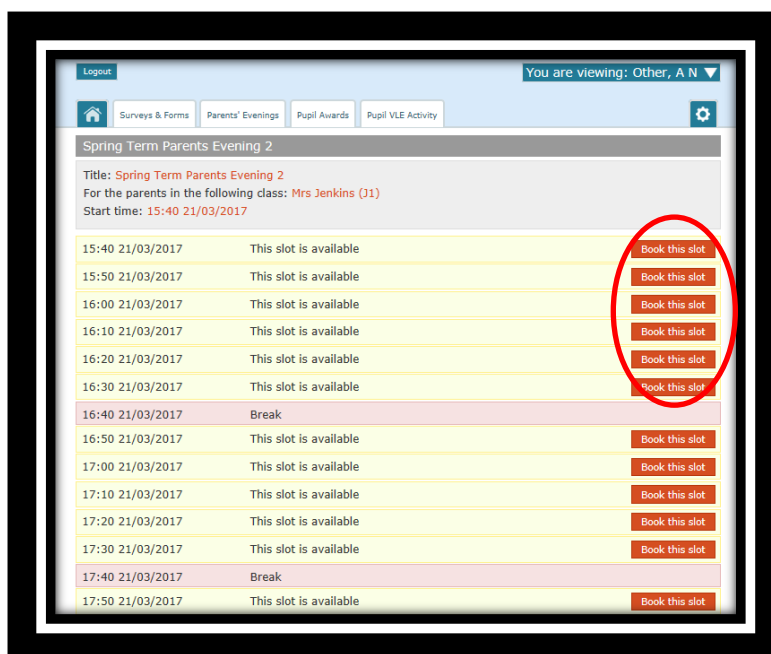


When you log in, you will see the names of all of your children who attend St. Johns. Click on the child for who you wish to view their page – it tells you at the top of the page which child you are looking at.

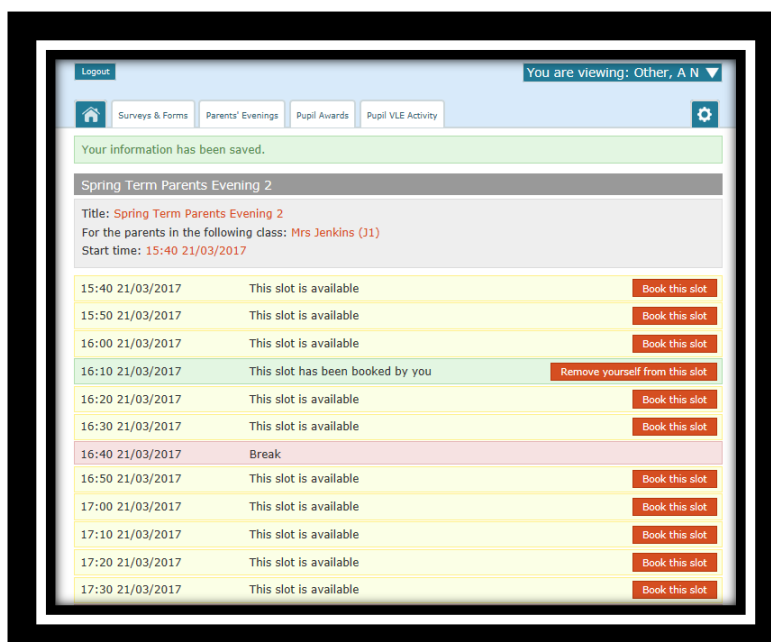
Next, click on the parents evening tab at the top of the page.



Simply select and click on the parents evening date for which you'd like to book an appointment for. (Please remember to just choose one appointment. Multiple bookings will be deleted)



Next, simply choose the time of the appointment that you'd like by clicking the 'Book this slot' box.



Once you have made your choice, the time slot will turn blue and say that the slot has been booked by you.