



20 January 2020

Dear Parent/ Carer

Year 11 Parents' Evening – Wednesday 5 February 2020

It is now possible to make bookings for the Year 11 Parents Evening on 5th February 2020. Please find enclosed with this letter an instruction guide for the use of the *Portal* to manage your appointments. This guide has also been placed on the school website at the following address. <http://www.stdunstans.somerset.sch.uk/parents/general-information/>

If you have not received your login details for the *Portal*, please contact the school by phone or email (secretary@stdunstansschool.com) and provide us with your most recent email address which will allow us to send you the relevant link. If you have any further issue with accessing the *Portal* then please do not hesitate to contact us so we can help further.

Yours sincerely,

Luke Parfitt

Assistant Headteacher

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