



Wykham Park Academy Banbury

an Aspirations Academy

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Miss Sylvia Thomas – Principal of Banbury Aspirations Campus

23 May 2019

Dear Parent/Guardian

We have a new online booking system for our Parents' Evenings. Our next Parents' Evening is being held on Thursday 20 June 2019 from 4.00pm – 6.30pm in the Buttery and Library for Year 8.

Go to www.parents-booking.co.uk/wykhampark

PLEASE NOTE: You need to type this address into your website browser's 'address bar'. Do not try to 'Google' this website address or use a search engine as that will not work. This is a common mistake on phones and tablets especially.

Login to see which appointments are available and select one that is convenient for you.

You will need:

- Your forename and surname (*these must match those we have on record for you*).
- Your child's first name, surname and date of birth.

The system is live from **Monday 3 June 2019** and will be open to take your bookings until **9.00am Monday 17 June 2019**.

Once you have logged in, we suggest you use the 'Automated Booking Wizard' to make your appointments. You will be shown your child's teachers and asked to enter your availability. Our wizard will use this information to calculate an order for your appointments which is the most efficient.

Troubleshooting Tips - please read before booking!

- To login you need to enter the details we have on record for you and your child. If you have recently changed your title or surname, for example, and not informed us, we will be expecting you to login with the details we have on record.
- The email address you enter is only used to receive a confirmation of your appointment. If the system gives you an error when you login, it will not be the email address that is the problem.
- If you have several children to make bookings for the best way is to use the booking wizard, where your children are tabbed above the teachers name, if you prefer to manually book your appointments use the 'Change Child' button on the blue bar (above the school's name) in the very top left corner of the Parent's Booking Page to swap between your children.

If you have any queries please do not hesitate to contact the school.

Yours faithfully

Sylvia Thomas
Principal of Banbury Aspirations Campus



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Wykham Park
Academy Banbury



Banbury Aspirations
Campus Sixth Form