

TEMPLEWOOD SCHOOL  
Pentley Park,  
Welwyn Garden City,  
Herts, AL8 7SD



Interim Headteacher: Mrs A Abley  
Deputy Headteacher : Mrs R Howes

☎ 01707 324251  
[admin@templewood.herts.sch.uk](mailto:admin@templewood.herts.sch.uk)  
[www.templewood.herts.sch.uk](http://www.templewood.herts.sch.uk)

26<sup>th</sup> February 2019

Dear Parents and Carers

Parent Teacher Consultations for Spring Term 2019 will take place on Wednesday 27<sup>th</sup> March 4.00pm to 7pm and Thursday 28<sup>th</sup> March 3.30pm to 6.00pm. Please note that the times vary for Year 3 and Nursery appointments.

Please use our online booking system to book your appointment/s. The appointment system will open tomorrow, Wednesday 27<sup>th</sup> February at 12pm. Follow this link to make your appointment/s:

<https://templewood.parenteveningsystem.co.uk/>

Please be advised that the system will close at 12.00pm on Tuesday 26<sup>th</sup> March.

An easy to use guide for the booking system is attached to this email. Please note that when you are entering Student Details, in the Year box, type Year and the class number, ie Year N, Year R, Year 1 etc.

If you have any difficulties using the online booking system please call the school office.

Kind regards

Ms Jackie Halsey  
School Business Manager

