

St Wilfrid's Church of England Primary Academy

Headteacher: Mr Stuart Colothan

Rectory Lane
Standish
Wigan
WN6 0XB
Tel: 01257 423992
Fax: 01257 423714
email: enquiries@admin.saintwilfrids.wigan.sch.uk
Web site: www.saintwilfrids.wigan.sch.uk



Friday 19th January 2018

Dear Parents/Carers,

As we continue to look for ways to further improve communication between school and parents, we will trial the Parents' Evening bookings via our new app with our Year 5 families this February.

Please follow these instructions:

1. Using the relevant device* (iPad, iPhone, smart pad, tablet or android phone), search for 'School Spider' on your app store - Google play for Android or iTunes for Apple devices.
2. Download the 'APP'.
3. Search for our school (there is also a St Wilfrid's Primary School – we are listed as St Wilfrid's CE Academy).
4. Confirm your choice by pressing OK.
5. You will now be presented with the 'APP' for the school which contains news, a gallery, blogs and events.
6. Select login as a parent to input your username and password and select your Year 5 child
7. Booking parents evening is very self-explanatory.

Please note:

1. Only one parent needs to book a slot per child.
2. This will be the **ONLY** way to book a Year 5 Parents' Evening slot.
3. Booking is open from 5.2.18 - 24.2.18. All appointments **MUST** be booked within this timeframe.
4. If you have children in other year groups they will receive the usual parents evening letter after online booking closes, as we are trialling this system with only our Year 5 parents.
5. It is imperative we have your email in order for you to receive your parents' login.
*if you are unable to access the app simply use the parent login via our school website.

Please ensure you have provided us with your email address as soon as possible if you have not already done so. This can be done online via our website or by completing the attached form.

Yours sincerely,

Mr S Colothan
Headteacher.

St Wilfrid's Church of England Primary Academy email address for login to website

(* Required)

Email address * _____

Name of parent * _____

Name of one of your children * _____

Mobile phone number _____



Learning Together Trust

Executive Headteacher: Mrs Janet Kneale

