

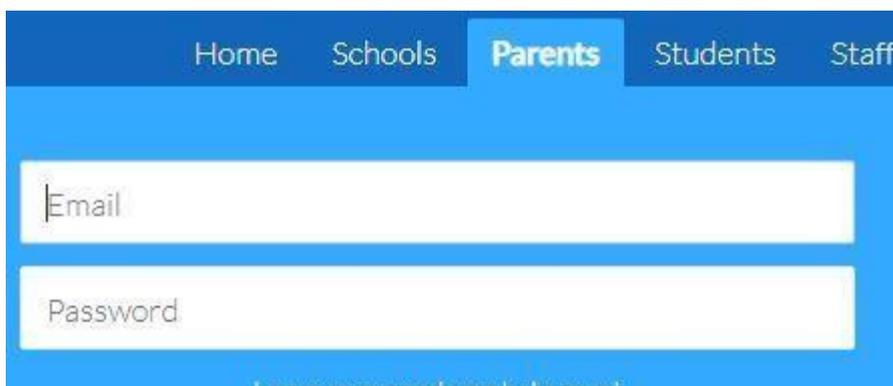
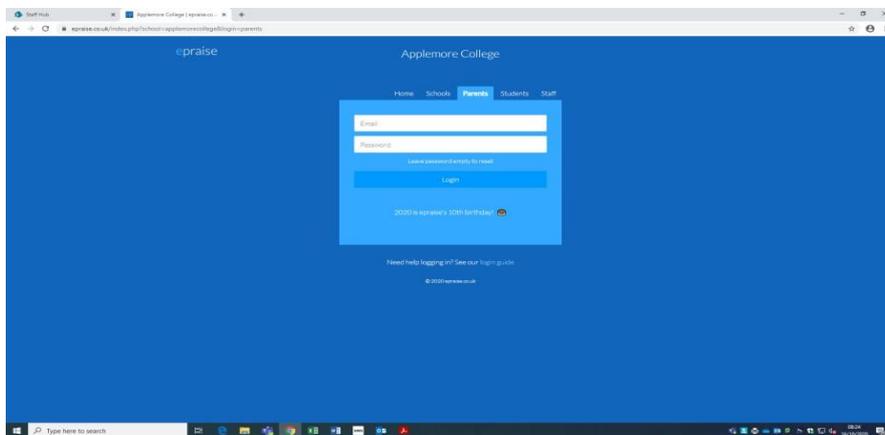
## Year 8 Parent Evening Booking and Meeting Guide

You will need to access Epraise and Teams to attend the Parents Evening.

Open Epraise either using your App or go to <https://www.epraise.co.uk> The following screen will be displayed. Click on the 'Login' icon towards the top right of the screen.



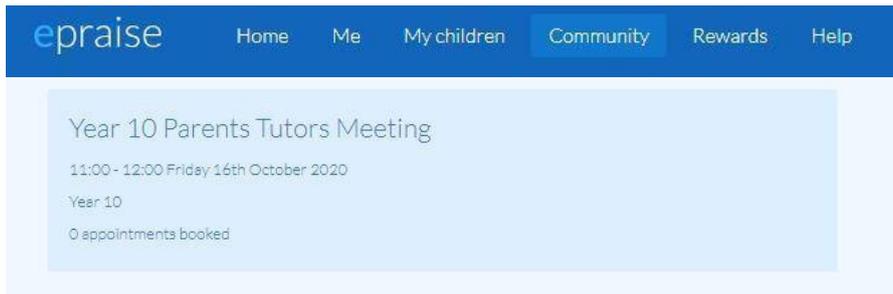
Now select 'Parent' and enter **your** email. If you are using Epraise for the first time or you have forgotten your password, leave this blank and a link will be emailed to you.



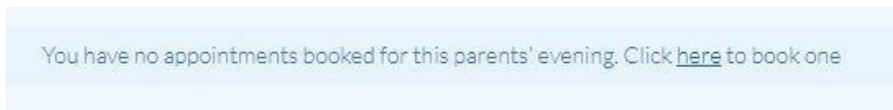
Once you have logged into Epraise you need to go to 'Community > Parents' Evenings'



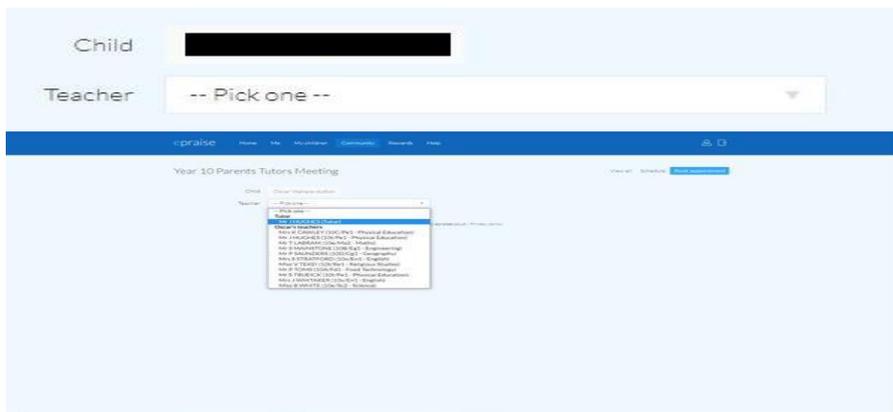
It will then come up with the event relevant to your child. You will need to select the Year 8 Parents Evening



The system will ask if you want to make your own bookings or the system will book it for you. Then ask you to make a booking by clicking on the link.



Select the teachers you wish to have a meeting with.



Finally, select the time you wish to book for your meeting. Once you have selected the time, click on 'Book Appointment'



