

20th January 2026

Dear Parents and Carers of Greenleas School

I am writing to you regarding the arrangements for our upcoming Parent Consultations, scheduled for

- Tuesday 10th February from 4.30 – 7.30 pm, and
- Wednesday 11th February from 3.45 – 6 pm – Excluding Doves
- Doves only – Thursday 12th February from 3.45 – 6pm

This is for children in Reception classes through to Year 4. Sandpipers will have a separate letter stating parents consultations will be scheduled for after half term. Both sessions will consist of in-person appointments only. Please note Ducks, Cygnets and Goslings are not included.

Appointments can be booked online in the usual way via the link below. The system will be live to take bookings from **Friday 30th January at 5pm** and will be open until **Monday 9th February at 10am**.

<https://greenleas.parentseveningsystem.co.uk/>

PLEASE NOTE: You need to copy and paste or 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 title
- Your name
- Your email address
- Your child's first name and surname
- Your child's date of birth

If you have any problems with this data, please contact the school office who will check it for you.

Troubleshooting Tips - please read before booking!

- To log in 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 have not informed us, we will be expecting you to log in with the details we have on record – you should be able to see in the gateway the information we have on record.

Head Teacher:
Mrs Rebecca Clarke

Chair of Governors:
Mr Lewis Wright

office@greenleas.net
www.greenleas.net

Greenleas School
Derwent Road
Leighton Buzzard
Bedfordshire
LU7 2AB

Tel: 01525 371735

Greenleas School
Kestrel Way
Leighton Buzzard
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LU7 4WZ

Tel: 01525 385356

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- The email address you enter is only used to receive a confirmation of your appointment. If the system gives you an error when you log in, it will not be the email address that is the problem.
- If you have several children to make bookings for, the children's classes should appear on the screen in columns so that you can book them at convenient times.

If for any reason you are unable to sign up, please contact the office by telephone or email and they will make the appointment on your behalf.

With very best wishes

Yours sincerely

Rebecca Clarke

Head Teacher

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