Appointment Limits

How can I limit parents to one appointment per teacher?

With the **PTA (Parent Teacher Appointments)** product, parents are limited by default to **one appointment per student, per teacher/class combination**.

What is PTAN?

PTAN (Parent Teacher Appointment Number) controls how many appointments a parent can book with a teacher for a given class. By default, this is set to **1 per parent per class**.

To change it:

1. Go to **Class Editor**, select the teacher.
2. Locate the **PTAN** column on the far right of their class list.
3. Set the desired number — e.g., entering **2** lets any parent with a student in that class book 2 appointments with that teacher.

Can I allow a higher PTAN for only some students?

Since PTAN applies to an entire class, the best approach is to create a **separate class** containing just the students this rule should apply to:

1. In **Class Editor**, select the teacher's name.
2. Click **Add Class**.
3. Add the selected students to this new class.
4. Set the **PTAN** for this class to **2**.

Now only parents of students in this specific class can book 2 appointments — everyone else remains at the default limit.

What's the difference between "one appointment per class" and "one appointment per teacher"?

Both settings add extra limits on top of the default booking rules:

Setting	What it limits

One appointment per class	A parent with twins/siblings in the **same class** (same teacher) can only book **one** appointment total for that class
One appointment per teacher	A parent whose student has the **same teacher for multiple classes** can only book **one** appointment with that teacher overall

Example: If Student A has Teacher B for both Math and Science, checking "one appointment per teacher" means the parent can only book **one** appointment with Teacher B — not one for each subject.

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