

15th June 2022

Dear families,

Dear Parent/carer,

Year 8 Form Tutor Parents Evening

I would like to invite you to attend our Form Tutor Parents' Evening on Thursday 23rd June 2022 from **4:00 pm to 6:30 pm**. This is an important evening which provides you with an opportunity to discuss the current attainment of your child with their form tutor. The appointments will take place after school hours.

We are always looking to be as accommodating as possible, therefore there will be some online appointments available and additional time where parents can come into school to meet with tutors as follows:

4.00pm – 5.00pm – online appointments

5.05pm – 6.30pm – appointments in person in school

The school has introduced a new intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times and you will receive an email confirming your appointments. We are confident this will be an improvement to the previous system and welcome any feedback.

Appointments can be made from Wednesday 15th June and bookings will close on Thursday 23rd June at 11 am. Should you wish to make any changes after this date please contact the school office.

Please visit <https://bournvilleschool.schoolcloud.co.uk> to book your appointment. (A short guide on how to add appointments is included with this letter.) Login with the following information:

Parents title, first and surname

Student's first name and surname

Students date of birth

In addition to the short guide below is a link to a video which will give you additional information regarding how to use the system:

<https://support.parenteveningsystem.co.uk/article/801-video-parents-how-to-attend-appointment-over-video-call>

If you do not have access to the internet, please contact the school office who can arrange an appointment to be booked for you. Alternatively, you can email your child's form tutor directly to arrange an appointment.

Yours faithfully



Mr C Chilton
Head of KS 3