

15th January 2024

Dear Parent/Carer,

Year 9 Parents Evening – Thursday 25th January 2024

I would like to invite you to attend our parents' evening on **Thursday 25th January 2024 from 4:00 pm – 6:30 pm**. This is an important evening which provides you with an opportunity to come into school, meet with your child's subject teachers and discuss the current progress and attainment of your child. Teachers will also be providing guidance on option choices for your child in preparation for GCSE's.

The school continues to use SchoolCloud, an intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times for each subject teacher. You will also be able to book into one of the Examinations Officer sessions.

Appointments can be made from Monday 15th January 2024 and will close on Wednesday 24th January 2024 at 4:00 pm.

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.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-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.

Yours faithfully



Miss A McShane
Head of KS3