

9th May 2024

Dear Parent/Carer,

Year 10 Parents' Evening – Thursday 23rd May 2024

I would like to invite you to attend our parents' evening on **Thursday 23rd May 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, you will be given useful resources and information to help students to prepare for upcoming mock examinations (w/c 25th June).

The exams officer Mrs Baker-Smith will also be delivering a presentation with regards to exam regulations and information, please book an appointment with her via the school cloud.

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 Thursday 9th May 2024 from 5 pm and will close on Thursday 23rd May 2024 at 12:00 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



Mr P Lowe
Head of KS4