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Dear Parents,

19th March 2021

Parents' Evening Tuesday 30th and Wednesday 31st March - Online Appointment Booking

I would like to invite you to attend our Parents' Evening on Tuesday 30th and Wednesday 31st March. This is an important opportunity for you to share how well your child has progressed so far this year. It is also an opportunity for your child's teacher to share with you your child's progress since we came back to school after lockdown.

The school has introduced a new intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times with teachers 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 **today** and will close at 4.00pm the day before the parents' evening. Should you wish to make any changes after this date please contact the school office.

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

Child's First Name
Child's Surname
Child's Date of Birth

Due to the current COVID-19 guidelines and restrictions, we are unable to hold Parents' Evening in the usual way so we will be conducting the appointments virtually through the booking system. When you book you will receive a link in an email to the virtual appointment. Please refer back to this email and as your appointment approaches click the link to be taken to the virtual video meeting. (Further information is included with this letter)

Yours sincerely

Mr Quinn

Deputy Head