



12th January

Dear Parent/Carers

Year 9 Parent's Evening – Thursday 3rd February

I would like to invite you to attend the Year 9 Virtual Parents' Evening which will be an excellent opportunity to review their recent attainment from the Bi-Annual Assessments and your son/daughter's progress since the start of the academic year.

All appointments will be booked and held online through our Parents' Evening System. You will need to create a login to book your appointment using the following address; <https://stclementshigh.schoolcloud.co.uk> please fill out the relevant information and then click login.

You will be able to book appointments with all your son/daughter's class teachers. To book an appointment you will need to click on the event shown then click any of the green cells to make an appointment. To change an appointment, delete the original by hovering over the blue box and click *Delete* then choose an alternate time. If you have anything you would specially like to discuss or raise, we would encourage you to leave a message to the tutor.

Alongside their class teachers Mrs Chappell (Trust Assistant SENCO) and I are available for appointments. If you click "automatic appointment selection" please remove myself and Mrs Chappell from the list unless you wish to meet us.

Further instructions and guidance of using this system are published on our School website, under the subheading 'Parents'.

You will be able to book an appointment from Thursday 13th January 9am, bookings will close ahead of the event, so please do book your appointment before the day. Appointments will automatically cut out after the designated time. Unfortunately, we are unable to extend appointment times; however if further discussions are required you are advised to make an appointment through the school reception.

If you are unable to use the online appointment facility and require a telephone call instead, please email office@stclementshigh.org.uk

Yours Sincerely,

Mrs L Towle
Assistant Headteacher – KS3