

5th May 2021



Dear Parent/Carer,

RE: Year 8 Virtual Parents' Evening on Thursday 20th May 2021 3:30 – 6:30 pm Online Appointment Booking

I would like to invite you to attend our Year 8 Virtual Parents' Evening on 20th May. This important evening provides you with an opportunity to discuss your child's progress so far this year. Due to current Covid restrictions, the school has introduced a new, 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. Each appointment will be 5 minutes long and the system automatically ends the meeting and moves onto your next appointment once the time is up.

Appointments can be made from Monday 10th May at 8 am and will close at 10 am on Monday 17th May. Please be aware, if a teacher has multiple Year 8 classes, as in any parents' evening, this will work on a first-come first-served basis. Should you wish to make any changes after this date, please contact jonathan.bell@st-michaels.sandwell.sch.uk.

Please visit <https://stmichaelschurchofengland.schoolcloud.co.uk/> to book your appointments. A short guide on how to add appointments can be found at <https://st-michaels.sandwell.sch.uk/parent-links/>. We have also added an extremely helpful video to support you and the link can be found in the email. When logging in, you will need to include your name, the email address you have registered with us, your child's name, and your child's date of birth.

Year 8 Reports

Your child's written report for each subject was published on Thursday 29th April. This is available via the GO 4 Schools website.

If you do not have access to the internet, please contact me, and I will be happy to arrange a meeting with you over the phone.

Yours faithfully,

Mr Mole
Head of Year 8

Headteacher: **Mrs J Gray, MSc, NPQH**

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