

10th February 2023



Dear Parent/Carer,

RE: Year 9 Parents' Evening on Thursday 2nd March 2023, 3:30 – 6:00 pm Appointment Booking

We are pleased to inform you that Year 9 Parents' Evening will take place in person on Thursday 2nd March. This is an important evening that provides you with an opportunity to discuss your child's academic progress so far this year. Their assessment information will be combined with our knowledge of successful future pathways to help guide us towards the most appropriate option choices for Key Stage 4.

Appointments can be made on SchoolCloud, which allows you to choose your own time slots with teachers; you will receive an email confirming your appointments. These can be made from Friday 10th February at 6:00 pm and will close at 8:00 am on Monday 27th February. Please be aware, if a teacher has multiple Year 9 classes, 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 here: <https://st-michaels.sandwell.sch.uk/parent-guide-3/>. When logging in, you will need to include your name, the email address you have registered with us, your child's name, and date of birth.

Upon arrival in reception, you will receive your appointment sheet with the bookings made and your child's interim progress report. This includes their current working grade in all subjects, behaviour points, and attendance.

Yours faithfully,

Mr Bending
Assistant Headteacher

Headteacher: **Mrs C Handy-Rivett, BA (Hons), MA, NPQH**

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