

7th June 2023



Dear Parent/Carer

RE: Year 7 Parents' Evening, Thursday 22nd June 2023, 3:30 pm to 6:00 pm, School Cloud Appointment Booking

I would like to invite you to attend our Year 7 Parents' Evening on Thursday 22nd June at St Michael's. This is an important evening that provides you with an opportunity to discuss your child's academic progress so far this year.

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 Thursday, 8th of June at 6:00 pm and will close at 12:00 pm on Wednesday, 21st of June. Please be aware, if a teacher has multiple Year 7 classes, this will work on a first-come first-served basis. Should you wish to make any changes after this date, please contact Clare.Benson@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 their 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.

If you have any issues logging in, please contact jonathan.bell@st-michaels.sandwell.sch.uk or call us on 0121 561 6881.

Yours faithfully,

Mr Bending
Assistant Headteacher

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

St Michael's Church of England High School • Rowley Learning Campus • Curral Road • Rowley Regis • West Midlands • B65 9AN
Telephone: **0121 561 6881** • Fax: 0121 561 6882 • Email: contact.staff@st-michaels.sandwell.sch.uk