

Cunningham Hill Junior School

Cell Barnes Lane St. Albans Herts AL1 5QJ
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October 2022

Dear Parents/ Carers,

Parent Consultation - Appointment Booking

Early Consultations Tuesday 18th October (3:30-6pm)
Late Consultations Wednesday 19th October (5:30-8pm)

You are invited to meet face to face with your child's teacher on Tuesday 18th October or Wednesday 19th October.

Bookings can be made on the School Cloud Parents Evening Website. This allows you to choose your own appointment times with teachers, and you will receive an email confirming your appointment. The booking system will open at 4.30pm on Tuesday 4th October and close at 8pm on Monday 17th October.

Should you wish to make any changes after this time please contact the school office.

To book your appointment please visit:

<https://cunninghamhill.schoolcloud.co.uk/>

To help us ensure that meetings run to schedule it is important that parents are waiting in the dining room at their allotted time, where your children's books will be available for you to look at.

Please could we urge you to **stick to times and arrive promptly** for your appointments - although we have a clock on display, could we ask parents to help the teachers stick to time by not keeping them longer. Unfortunately, appointments missed due to lateness will have to be carried out on another occasion.

A member of the Senior Leadership Team will be available on both evenings.

There will also be an opportunity for parents to sign up to help with or join the PTA on these evenings and we would welcome any support that you can give.

Yours sincerely,

School Office