



2<sup>nd</sup> March 2022

Dear Parent/Carer

**Parents Evening for Reception-Year6**

- **Tuesday, 15<sup>th</sup> March 2022**                      **Time: 3.30pm – 7.00pm (In-Person)**
- **Thursday 17<sup>th</sup> March 2022**                      **Time: 3.30pm – 5.00pm (Virtual)**

We would like to invite you to attend Parents' Evening on either of the above dates. This year we are offering a combination of In-Person and Virtual Parents Evening Meeting. **In-person** Parents Evening will take place on **Tuesday, 15<sup>th</sup> March 2022** and **Virtual Parents Evening** will take place on **Thursday, 17<sup>th</sup> March 2022**.

In-person meetings will take place in one of the year group classrooms, i.e. either in your child's class or the class next door. We ask that only one parent/carer attends the meeting and children should not be left unsupervised. Please use the school main entrance on Sunnyhill road and ensure you sanitise your hands on arrival.

Virtual appointments will be conducted online via our Parents' Evening booking system. You can use your mobile phone, tablet or computer/laptop with a camera and audio to join the video call. A guide on [how to use the video calling system](#) is also attached.

This is an important evening and provides you with an opportunity to discuss your child's progress and discuss any concerns you may have.

***The online booking system to book your appointment will be open from 8.00am on Monday, 7<sup>th</sup> March 2022.***

To book your appointment please visit <https://sunnyhill.schoolcloud.co.uk/>. The link is also available on the school website, under 'Parents' section.

To log-in you need to use the following information:

- **Student's First Name: Forename**
- **Student's Surname: Surname (This must be the legal name provided on birth certificate/passport)**
- **Date of Birth: DD/MM/YYYY**

Yours sincerely

**Office Admin Team**

Enc – Parents' Guide for Booking Appointments  
- Parents Guide - How to Attend Video Appointment