



23rd February 2024

Dear Parent/Carer

Parents Evening for Reception-Year6

- **Monday, 4th March 2024** Time : 2.30pm – 6.00pm (**Class 2S ONLY**)
- **Tuesday, 5th March 2024** Time: 3.30pm – 7.00pm (In-Person)
- **Thursday 7th March 2024** Time: 3.30pm – 5.00pm (Virtual Session)
(Rec-Year 6 Only)

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 5th March 2024** and **Virtual Parents Evening** will take place on **Thursday, 7th March 2024**. **Class 2S (only) will have their in-person meeting on Monday, 4th March 2024**.

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. Children should not be left unsupervised. Please use the school main entrance on Sunnyhill Road.

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. If you are unable to attend on these dates and you would prefer a telephone appointment at another time, we will try to accommodate you – please speak to your child's class teacher directly.

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, 26th February 2024

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