Sandringham School
'Everybody can be Somebody'

Alban Academies Trust

The Ridgeway, St. Albans, Hertfordshire. AL4 9NX
Telephone: 01727 799560
Email: admin@sandringham.herts.sch.uk
Website: www.sandringham.herts.sch.uk

Headteacher: Alan Gray, M.Sc., F.R.S.A.
Deputy Headteacher: Caroline Creaby, BA, M.Ed., Ed.D.
Deputy Headteacher: Mark Nicholls, BA (Hons)

Letter No: 138/2022

22nd February 2022

Dear Parent/Carer,

Year 8 PTC – Wednesday 23rd March

We would like to invite you to attend Year 8 Parent Teacher Consultation Evening on **Wednesday 23rd March** between 4.30pm – 7.45pm. This will be an opportunity to discuss your child's progress with individual subject teachers following their spring report. Students will be receiving their reports in advance of PTC on **Thursday 17th March.**

Year 8 PTC will take place via SchoolCloud using video conferencing. Appointments will also be booked via this website. The system allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

Appointments can be made from **Monday 14th March** at 10.00am and will close on **Monday 21st March** at 10.00am. Please note that appointment times are pre-set at 6 minutes and will disconnect automatically. You can make up to 8 appointments with subject teachers. Should you wish to make any changes to appointments after this date please contact: rebecca.dawson@sandringham.herts.sch.uk

Please visit https://sandringhamschool.schoolcloud.co.uk/ to book your appointments. Attached is a short guide to support you accessing the site. You can login with the following information:

Student's First Name
Student's Surname
Date of Birth

Please note that you will also receive an email from School Cloud shortly before the bookings open with a link to the booking system where you only need your child's date of birth to validate your login.

We look forward to seeing you on Wednesday 23rd March.

Yours sincerely,

Rebecca Dawson
Performance Director: Year 8

Athena Pitsillis
Assistant Headteacher

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