



Sandringham School

'Everybody can be Somebody'



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Deputy Headteacher: Caroline Creaby, BA, M.Ed., Ed.D.

Deputy Headteacher: Mark Nicholls, BA (Hons)

Letter No: 157/2023

22nd March 2023

Dear Parent / Carer,

Year 7 PTC – Thursday 20th April

We would like to invite you to attend the Year 7 Parent Teacher Consultation Evening on **Thursday 20th April** between 3.45pm-7.15pm.

The evening will provide an opportunity to discuss your child's progress with individual subject teachers following their Spring Report, which students will receive on **Thursday 30th March**.

Year 7 PTC will take place as a face-to-face evening in school. Appointments will be available to book in advance from **Monday 27th March** at 9.00am to **Monday 17th April** at 6.00pm, using the School Cloud system. Appointments are pre-set at **5 minutes** and there is a minimum **5 minute gap** in-between appointments to give you time to reach the next teacher. You can make up to 10 appointments with subject teachers.

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

To help organise your appointments, please review the site map which shows the location of each subject on the evening: <https://sandringham.herts.sch.uk/year7ptc/>

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. Should you wish to make any changes to appointments after this date please contact: data@sandringham.herts.sch.uk

We look forward to seeing you on **Thursday 20th April**.

Yours sincerely,

Frances Batten
Performance Director: Year 7

Thom Leat
Assistant Headteacher

