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Headteacher: **Alan Gray, M.Sc., F.R.S.A.**
Deputy Headteacher: **Caroline Creaby, BA, M.Ed, Ed.D. (MAT)**
Senior Deputy Headteacher: **Mark Nicholls, BA (Hons)**
Acting Deputy Headteacher: **Mark Allday, BSc (Hons)**
Acting Deputy Headteacher: **Kate Mouncey, MA, BSc (Hons)**

Letter No: 169/2024

22nd March 2024

Dear Families,

Year 7 PTC – Thursday 18th April 2024

We would like to invite you to attend the Year 7 Parent Teacher Consultation Evening on **Thursday 18th 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 28th March**.

Year 7 PTC will take place as a face-to-face evening in school. Appointments will be available to book in advance from **Wednesday 27th March** at 6.00pm to **Wednesday 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 8 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

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.aat.school

We look forward to seeing you on **Thursday 18th April**.

Yours sincerely,

Frances Batten
Performance Director: Year 7

Thom Leat
Assistant Headteacher

