



Sandringham School

'Everybody can be Somebody'



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

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

Letter No: 095/2024

6th December 2024

Dear Families,

Year 11 PTC – Monday 13th January 2025 – 3.45pm - 7.15pm

We would like to invite you to attend the Year 11 Parent Teacher Consultation evening on **Monday 13th January** between 3.45pm - 7.15pm. This will be an opportunity to discuss your child's progress with individual subject teachers, particularly in light of recent trial exams.

If a student has more than one teacher for a subject, please note that the system has been configured for one appointment with one of their teachers who will be able to discuss progress across the whole subject with you. This booking can only be made by the **first priority contact** we have on file from your data forms. If two parents/carers wish to attend, they are welcome to attend either in person or via video link by sharing the details. In exceptional circumstances, contact: admin@sandringham.aetrust.uk if you have any queries.

The Year 11 PTC will take place as a face-to-face evening in school. Appointments will be available to book in advance using the School Cloud system. Appointments can be made from **6.00pm on Monday 16th December 2024** and will close at **12.00pm midday on Friday 10th January 2025**. Should you wish to make any changes after this date please contact: admin@sandringham.aetrust.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 (Preferred 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 **Monday 13th January**.

Yours sincerely,

Dan Smith
Performance Director: Year 11

