

HEADTEACHER
Mr. W Allen



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September 27th 2023

Parents'/Carers' Evenings - Online Appointment Booking

Dear Parent/Carer,

We would like to invite you to attend one of our Parents'/Carers' Evenings taking place on Wednesday 18th October 2023 3.50pm – 7pm, and Thursday 19th October 2023 3.50pm – 6.30pm 2023.

This will give you the opportunity to talk to the class teacher about your child's progress and for you to share any information that you feel will support your child this year.

The meetings will take place in person, in school.

Appointments can be made online from **Wednesday 27th September at 6pm and will close on Friday 13th October at 6.00pm**. Please note appointment times are restricted to a maximum of 10 minutes per child.

Please visit <https://ngj.schoolcloud.co.uk/> to book your appointments. (A short guide on how to book is included with this letter.)

To login you will need to enter the following information which is checked against the information on our school database. No specific user names or passwords are required.

- 1) Parent /Carer name 2) Parent /Carer email address (this must match the email we have on record)
- 3) Pupil name 4) Pupil date of birth.

If you have any difficulty with the booking system please contact the school office who will be more than happy to help.

We look forward to seeing you.

Yours sincerely,

Mr W Allen
Headteacher

