

Hanging Hill Lane,
Hutton, Brentwood
Essex
CM13 2HG

Executive Headteacher:
Jamie Foster BSc Hons NPQH



St Martin's
School
Be the best you can be

enquiries@st-martins.essex.sch.uk
www.st-martins.essex.sch.uk

Tel: 01277 238300
Fax: 01277 238301

9 January 2024

Dear Parents and Carers

Re: Year 11 Parents' Evening

I am writing to invite you to the Year 11 parent teacher consultation evening on Thursday 18 January from 4.00pm to 7.00pm. This evening will be an opportunity for Year 11 parents' and carers to formally discuss their child's progress.

Following the success of parent teacher consultation evenings being held on School Cloud we will once again be holding the event remotely. Information regarding the system can be found by following this link: <https://smartins.schoolcloud.co.uk/>

Parents will be able to book appointments from 8.00am on Wednesday 10 January. Bookings will close on Tuesday 16 January at 9.00pm.

Full details, with screen shots of how to use this system and book the appointments, are attached as a guide. The online booking system can be used with three different web browsers: Mozilla Firefox, Internet Explorer and Google Chrome.

If you have forgotten your username/access details or are having problems accessing the site, please email the IT department directly at: itsupport@st-martins.essex.sch.uk

As would usually be the case at Parents' Evening, if you do not manage to gain an appointment with a member of staff you wish to see, we ask that you contact Miss Witham, Deputy Head of Year 11, by email at gwitham@st-martins.essex.sch.uk who will request that you are contacted by those staff within one week of the Parents' Evening.

The evening is primarily aimed at progress to date and targets for future improvement and is intended for parents and students to attend on camera together.

Yours sincerely

Miss G Witham
Deputy Head of Year 11



DISCOVERY
EDUCATIONAL TRUST

Chief Executive Officer: Mr R Duff
St Martin's School is proud to be part of the Discovery Educational Trust