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17 April 2023

Dear Parents and Carers

Re: Year 12 Parent Teacher Virtual Consultation Evening – Thursday 11 May 2023

I am writing to invite you to the Year 12 Parent Teacher Consultation Evening on Thursday 11 May from 4.00pm to 7.00pm.

The Year 12 event will be held remotely via School Cloud. Further information regarding booking appointments and logging onto the system is attached. The booking system will go live to parents from **Thursday 27 April at 8.00am** and will close on **Wednesday 10 May at 3.00pm**.

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 Mrs Power by email at sixthform@st-martins.essex.sch.uk.

If you do not have access to a computer, iPad, smart phone or device which can host School Cloud, please let Mrs Power know by 3.00pm on Monday 8 May, so that we can look at alternative arrangements to ensure your bookings can be fulfilled.

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 H Jackson
Director of Key Stage 5

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