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St Martin's
School
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21 November 2024

Dear Parents and Carers

Re: Year 7 Parents' Evening

I am writing to invite you to the Year 7 parent teacher consultation evening on Thursday 28 November from 16.00 to 19.00. This evening will be an opportunity for Year 7 parents' and carers' to formally discuss their child's progress.

Following the success of parent teacher consultation evenings being held on the SchoolCloud, 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/>

Appointments will be available to book from 07.00 on Monday 18 November. Bookings will close on Tuesday 26 November at 23:00.

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

If you are unable to gain an appointment with a member of staff you wish to see, we ask that you contact Mrs Bauers, Deputy Head of Year 7, by email at ebauers@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 carers and pupils to attend on camera together.

Yours sincerely

Mrs E Bauers
Deputy Head of Year 7



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