



Headteacher: Mrs J Callaway  
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9<sup>th</sup> October 2023

Dear Parents and Carers,



### **Parents' Evening In-Person Consultations Nursery to Year 6 – Week Commencing 6<sup>th</sup> November 2023**

Parent Evening Consultation Meetings will be held in-person in your child's classroom with their teacher/key worker. Parents/Carers will receive their child's progress report prior to their parent consultation meeting and have the opportunity to see their child's work.

We will again be using the School Cloud website for parents to set appointments with teachers/key workers and manage bookings online. School Cloud is a website platform and thus can be accessed from all iPhone and Android phones, iPads, and tablets, as well as laptops and desktop devices.

We do, however, recognise that not everyone may be able to access the online system to make appointments; in this instance, please contact the school office who will be able to make appointments for you.

Consultation meeting will be set to 10 minutes slots however if you have any concerns that require a lengthier conversation, we request that you contact the school office to arrange an appointment at a separate time.

If you are unable to attend the evening or to book an appointment, please email the school office to discuss.

The appointment booking system will open on Friday 13<sup>th</sup> October from 4pm and will close at 4pm on Friday 3<sup>rd</sup> November. Should you wish to make any changes after this date please contact the school office or [annevans@avalon-school.co.uk](mailto:annevans@avalon-school.co.uk)

Please visit <https://avalon.schoolcloud.co.uk/> to book your appointments (A short guide on how to add appointments is included with this letter). Please note that Google Chrome is the most reliable browser to use to access the School Cloud booking system.

Parents should logon with the following information:

- To log in you will need to enter your own name, your email and your child's name and date of birth.
- Parents should log in separately for each child where there is more than one sibling.
- Parents will receive an email confirming all appointment bookings made (please check junk mail if not received).



AVALON SCHOOL EDUCATIONAL TRUST Registered Charity N° 1088050



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Please note that only one appointment per child can be made, with the exception for separated parents who will be able to make individual appointments.

Parents' Evening Consultation appointments will take place on the following dates:

Class	Teacher / Key Worker	Dates & Times Appointments Available
Nursery	Jackie Duffy Mandy Elliott Lucy Hunt Helen Malloy	Tuesday 7 <sup>th</sup> November from 4pm Thursday 9 <sup>th</sup> November from 4pm Thursday 9 <sup>th</sup> November from 4pm Thursday 9 <sup>th</sup> November from 4pm
Pre-School	Alison Prandle Jo Rice Julie Bache	Tuesday 7 <sup>th</sup> November from 4pm Tuesday 7 <sup>th</sup> November from 4pm Thursday 9 <sup>th</sup> November from 4pm
Reception	Miss Hardy	Tuesday 7 <sup>th</sup> November from 4pm
Year 1	Mrs Parkins	Tuesday 7 <sup>th</sup> November from 4pm
Year 2	Mrs Roberts	Thursday 9 <sup>th</sup> November from 4pm
Year 3	Miss Harrington	Tuesday 7 <sup>th</sup> November from 4pm
Year 4	Miss Robertson	Thursday 9 <sup>th</sup> November from 4pm
Year 5	Mr Ashton & Mrs Kililiku	Tuesday 7 <sup>th</sup> November from 4pm
Year 6	Mrs Kililiku & Mr Ashton	Thursday 9 <sup>th</sup> November from 3pm

Yours sincerely

Mrs J Callaway  
Headteacher



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