

25 May 2023

Dear Parent/Carer

### **Year 8 Parents Evening – 12 June 2023**

I would like to inform you that the parents evening for Year 8 pupils is arranged for Monday, 12 June commencing at 4pm.

We will again hold the appointments virtually, using a web-based program 'SchoolCloud Parents Evening'.

**Please go to the link below from Friday, 26 May at 10.00am to book your appointments.**

<https://penworthampriory.schoolcloud.co.uk/>

Full instructions on how to book and attend appointments are attached to this email (or can be downloaded from <https://www.priory.lancs.sch.uk/parents/parents-evenings> and, in addition, a tutorial video can be viewed by clicking on the link below.

<https://vimeo.com/473882995>

To enable teachers to meet with as many parents/carers as possible, each appointment slot will be three minutes long. The appointments automatically stop after three minutes and teachers cannot extend the call. There is then a one minute gap before you are automatically transferred to the next teacher.

If you would like to speak to a member of staff who doesn't teach your child, please feel free to contact them direct. A full email list can be found by clicking the link below.

<https://www.priory.lancs.sch.uk/parents/staff-contact-list>

We look forward to speaking with you on Monday, 12 June.

Yours faithfully



**Mrs V Eastham**  
**Head of Year 8**



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