

28<sup>th</sup> February 2023

Dear Parent/Carer

**Year 8 Parents' Evening - Thursday 9<sup>th</sup> March 2023 (4:30pm – 7:30pm)**

We are pleased to inform you that the Year 8 Parents' Evening will take place in school on Thursday 9<sup>th</sup> March from 4:30pm – 7:30pm.

Please visit <https://acleacademy.schoolcloud.co.uk/> to book your appointments. (A short guide on how to add appointments is included with this letter.) The details required to login are shown in Step 1 of the guide. Once you have successfully made your booking you will receive an email confirming your appointments.

You will be able to make appointments on the booking system from 9:00am on Wednesday 1<sup>st</sup> March. The booking system will be **closed from 3:30pm on Wednesday 8<sup>th</sup> March** and you will not be able to make bookings after this date. This is to ensure staff can access their full list of appointments in good time and prepare for the evening effectively.

Parents/carers who are unable to access the Parents Evening booking system and make bookings please contact the school office for support.

We look forward to welcoming you on the evening.

Yours sincerely



Mr S Newstead  
Vice Principal  
[snewstead@acle.norfolk.sch.uk](mailto:snewstead@acle.norfolk.sch.uk)

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FOR CHILDREN, FAMILIES AND COMMUNITIES