

4th March 2024

Dear Parent/Carer

**Year 8 Parents' Evening - Thursday 14<sup>th</sup> March 2024 (4:30pm – 7:30pm)**

We are pleased to inform you that the Year 8 Parents' Evening will take place in school on Thursday 14<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 has been sent 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 Tuesday 5th March**. The booking system will be **closed from 3:30pm on Wednesday 13<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

We are part of...

**WENSUMTRUST** 

FOR CHILDREN, FAMILIES AND COMMUNITIES