



# Ravenscote Junior School

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Wednesday 2<sup>nd</sup> October 2024

## School Cloud - Parents' Evening 21<sup>st</sup>, 22<sup>nd</sup>, 23<sup>rd</sup> October 2024

Dear Parents/Carers

We would like to invite you to attend a Parents' Evening appointment, which is being held in person, 21<sup>st</sup>, 22<sup>nd</sup>, 23<sup>rd</sup> October 2024, from 3.30pm-6pm, in the school hall.

Parents' evening appointments provide the opportunity to discuss your child's wellbeing and learning in school, with their class teacher.

Bookings are to be made using School Cloud. School Cloud allows you to choose your own appointment times with the teacher and you will receive an email confirming your appointments. Please make sure that the information you enter on School Cloud matches the information showing on your ScholarPack Parents App (child's name, DOB, parents' name etc.)

**Appointments can be made from Wednesday 2<sup>nd</sup> October 2024 from 7pm** and will close on Wednesday 9<sup>th</sup> October 2024 at **7pm**. Should you wish to make any changes after this date, please contact the class teacher by emailing [info@ravenscote.surrey.sch.uk](mailto:info@ravenscote.surrey.sch.uk). Please add the teacher's name in the subject bar.

From 7pm on 2<sup>nd</sup> October please visit <https://ravenscote.schoolcloud.co.uk> to book your appointments. The attached guide details how to login and book your appointments. This is the same system that you use to make your club bookings. Please be advised that due to capacity we can only allow one booking per child. If more than one appointment is booked, one will be cancelled to ensure there are enough appointments for every child.

Although the booking system is online, please ensure you attend school for the time of your appointment(s). All meetings will be 10 minutes and will take place in the school hall.

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Please be reminded teacher led after school clubs will not be running the week of parents' evening, however some external clubs will still be running. Please see our website or contact your club provider for full information.

Best wishes,

Mrs A Wells  
Headteacher

