



St Mary's & St Benedict's Catholic Primary School

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Headteacher Mr D Ballard

03 November 2022

Dear Parent/ Carer

Virtual Parents' Evening Tuesday 29th November 2022 - Online Appointment Booking

I would like to invite you to attend our Parents' Evening on Tuesday 29th November 2022.

The school has an easy to use online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. We are confident this will be an improvement to the previous system and welcome any feedback.

Appointments can be made from today 3rd November and will close on Monday 28th November at 6:00pm. Should you wish to make any changes after this date please contact the school office.

Please visit <https://smsb.schoolcloud.co.uk> to book your appointments. (A short guide on how to add appointments is included with this letter.) Login with the following information:

Student's First Name

Student's Surname

Student's Date of Birth

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

Yours sincerely

Mr D Ballard

Headteacher

