

Dear Parents and Carers of Year 7 Students

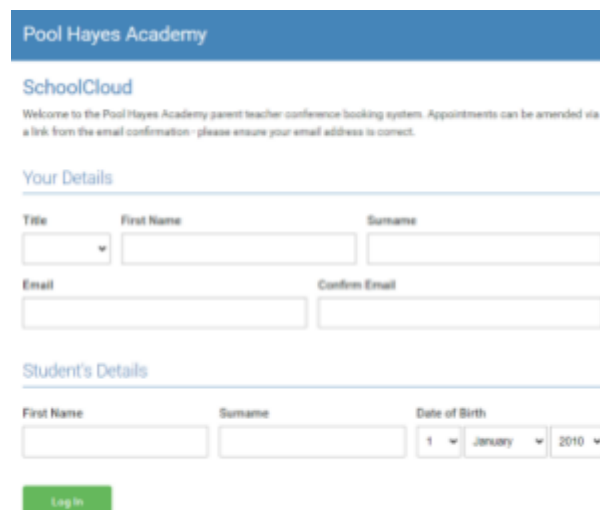
RE Year 7 Settlement Evening

On Tuesday 30th September 4pm – 6pm we will be hosting our year 7 settlement evening in the academy. This is a crucial moment for you to discuss your child's progress with their Form Tutors.

We will be using our existing software ('School Cloud Parents Evening') to book appointments for parents evening only. Once appointments have been made, please remember that these appointments will take place in school and **NOT** online. All appointments will be based in the main hall.

Prior to the evening we will require you to book appointments for your child's Form Tutor. This process opens on Tuesday 16th September at 4pm and will close at 4pm Monday 29th September. in order to give us time to prepare for appointments. You can book these appointments via the following link;

<https://poolhayesacademy.parenteveningsystem.co.uk/> or via our school website – Parents – Parents Evening and clicking on the link. You will need your email address that the school holds for you. Below is a copy of the School Cloud Parents Evening home page.

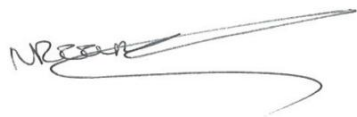


The screenshot shows the 'Pool Hayes Academy' header, followed by the 'SchoolCloud' logo and a welcome message. Below this is a 'Your Details' section with fields for Title, First Name, Surname, Email, and Confirm Email. A 'Student's Details' section follows with fields for First Name, Surname, and Date of Birth (with dropdown menus for day, month, and year). A green 'Login' button is at the bottom.

When you have booked your appointment, please keep a note of your times for reference on the evening.

If you have any questions, please direct them to PHA-Office@attrust.org.uk and we will be in touch to support you further.

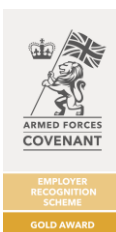
Yours faithfully,



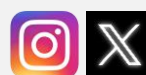
Mr N Campbell
Vice Principal



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