



# THE PRIORY SCHOOL

## D O R K I N G

Headteacher: Mrs J Trimnell

March 2025

Dear Parent / Guardian

### Year 10 Parents' Evening

#### Thursday 1 May 2025 – Online Appointment Booking

I would like to invite you to attend Parents' Evening on Thursday, 1 May 2025. This is an important evening and provides you with an opportunity to find out how your child is progressing in year 10.

This is an academic parents evening to discuss progress with subject specialist teachers. We remind you to contact your child's tutor if and when there are any pastoral concerns.

We will be hosting this via School Cloud, which you can access through the school website. **The Parents' Evening will be open for bookings on Monday 31<sup>st</sup> March, from 4pm.** Please make sure to book your appointments online in good time; you will not be able to book appointments after 11:00am on Thursday 1<sup>st</sup> May as we need to allow ourselves time for administration. To access the system, you can use this link: <https://priorycofeschool.schoolcloud.co.uk/>

If you don't use the link, please go to the School Website, click on the 'Parents' tab, 'External links', then 'School Cloud';



I have included the parent's guide for booking appointments, please follow this carefully as it will help you to book your appointments with your son or daughter's teachers. It is important for you to know that the appointment slot for each teacher is 5 minutes and you have a **maximum of 12 appointments** available. The teacher has no ability to extend these sessions; a timer is visible throughout the appointment, counting your time down and the programme will automatically cut the session. We would encourage you to have your child with you for the sessions.

If you wish to access more support before your appointment, then please follow the link below where useful video tutorials will help.

<https://support.parentseveningsystem.co.uk/category/823-video-parents-evenings>

Please contact Mrs Chart either by email [kct@priorycofe.com](mailto:kct@priorycofe.com) or by telephone 01306 878796 if you have any problems using the booking system.

Yours sincerely,

Mr J Lambert  
Head of Year 10



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