



THE PRIORY SCHOOL

D O R K I N G

Headteacher: Mrs J Trimmell

13th October 2025

Dear Parent/Guardian

Year 8 Parents' Evening – Thursday 6th November

Online Appointment Booking via School Cloud

I would like to invite you to attend our Year 8 Parents' Evening on **Thursday 6th November**. This is an important opportunity to discuss your child's progress and development with their subject teachers.

The evening will be held **online via School Cloud**, which can be accessed through the school website or directly using the following link:

 <https://priorycofeschool.schoolcloud.co.uk/>

Booking Information

- Bookings open: Monday 13th October at 4:00pm
- Bookings close: Thursday 6th November at 12:00pm (midday)
Please ensure you book your appointments in good time, as we are unable to accept bookings after the deadline due to administrative requirements.

Each appointment will last **5 minutes**, and you may book up to **12 appointments**. Please note that the system automatically ends each session after the allotted time, and teachers are unable to extend appointments. A countdown timer will appear towards the end of each session.

We strongly encourage your child to be present during the appointments so they can be part of the conversation.

Need Help?

If you would like additional support before your appointments, helpful video tutorials are available here: <https://support.parentseveningsystem.co.uk/category/823-video-parents-evenings>

If you experience any issues with the booking system, please contact kct@priorycofe.com

Thank you for your continued support. We look forward to speaking with you.

Yours sincerely,

Mrs C Lister
Head of Year 7 & 8

TRANSFORMATIONAL • ASPIRATIONAL • FLOURISHING

 01306 887 337

 enquiries@priorycofe.com
www.thepriorycofe.com

 West Bank, Dorking
RH4 3DG

