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Our Ref: GPE/LEL

09 November 2021

Dear Parent / Carer

**Trafalgar School - Year 9 Virtual Parents' Evening**  
**Thursday 18<sup>th</sup> November 2021**

You are cordially invited to attend Year 9 Parents' Evening on **Thursday 18<sup>th</sup> November between 4.00 pm to 7.30 pm**. During this Parents' Evening, subject teachers will be available to discuss your child's progress and offer you strategies to support them with their learning.

We are continuing to deliver these meetings virtually using our school cloud booking system.

You will want to book quickly to ensure you get appointment times that suit you best. To arrange your appointments, please follow the instructions below:

- 1) Browse to <https://trafalgarportsmouth.schoolcloud.co.uk/>
- 2) Log in: Fill out the details on the page then click the *Log In* button
- 3) Select the *Year 9 Parents' Evening*
- 4) Select '*automatic*' and then follow the instructions to book your 5-minute teacher appointments.

Confirmation of your appointment times will be sent to the email address you provide.

In the unlikely event a teacher's name does not appear on the list of available staff, this means they are already fully booked. Please feel free to contact the school and arrange to speak to that member of staff on a separate occasion.

We look forward to meeting you and your child virtually soon!

Yours sincerely

**Miss G Pearce**  
**Head of School**



Salterns Academy Trust

