MDH/cj

5th October 2021

Dear Parent / Guardian

We would like to invite you to an online **Year 7 Parents’ Consultation Evening** on **Thursday 21st October from 3.30pm – 6.00pm**.

The meetings will be held online and will last no longer than 5 minutes, please follow the link to access the site to book an appointment <https://penglais.schoolcloud.co.uk/>

We have attached a parental guide on how to make the appointments. When making the booking, under the section where you need to enter your child’s details, please could you only enter the initials of the class, for example, 7CAD would become CAD.

The booking window will open at 4.00pm on Wednesday 6th October and will close at 12noon on Tuesday 19th October.

This will be an opportunity for you to meet with your child’s subject teachers and to discuss their current progress.

I will also be available during the course of the evening and appointments can be made through the same channel.

If there are any other issues with logging onto the site, please contact Miss Cara Jones, Student Services Manager, cej@penglais.org.uk

Yours faithfully



**MR. M. D. HUGHES**

Head of Year 7