



**10 March 2021**

Dear Parents,

**Optional Parents / Teacher Consultation**

You will have all received your child's report this week. In the report it outlines your child's progress so far this year. In addition, there are targets we would like your child to achieve by the end of the year. You will receive an additional report at the end of the year to see the progress your child has made.

We hope the report gives you clear guidance on your child's attainment and conduct in school.

If there are any areas of the report you would like to discuss with your child's teacher, we are offering an optional parent / teacher consultation.

For these parent / teacher consultations we are using an online appointment booking system. This allows you to choose your appointment time with the teacher and you will receive an email confirming your appointment.

Appointments can be made from 4.00pm today until 9.00am on Monday 15 March. To book your appointment please visit <https://martlesham.schoolcloud.co.uk/> and log in with your child's name and date of birth.

If you do want to make an appointment to talk to your child's teacher here are the times that will be available.

<b>Monday 15 March</b>	<b>Tuesday 16 March</b>	<b>Wednesday 17 March</b>
3.30pm to 4.30pm	3.30pm to 4.30pm	3.30pm to 4.30pm

Please note that these consultations are optional, and we would ask that you only make an appointment if there is something in the report you wish to discuss.

Warm wishes

Miss E Churchman