

19<sup>th</sup> September 2024

**RE: Year 7 Tutor Evening – Thursday 3<sup>rd</sup> October 2024 3:30 – 6:00 pm**

Dear Parent/Carer,

We would like to invite you to our Year 7 Tutor Evening on Thursday 3<sup>rd</sup> October from 3:30pm – 6:00 pm.

Year 7 Tutor Evening is an opportunity for you to come into school to meet your son/daughter's Form Tutor and discuss how your child has settled in at Bournville and meet your child's Head of Key Stage, Miss McShane. It will also be an opportunity to give some feedback on how you feel your child has settled in.

**How to Book Your Appointment**

The school has an online appointment booking system. This allows you to choose your own appointment times and you will receive an email confirming your appointments. Appointments can be made from 4:00 pm today, and bookings will close on Wednesday 2<sup>nd</sup> October at 3pm. Should you wish to make any changes after this date please contact the school office.

Please visit <https://bournvilleschool.schoolcloud.co.uk> to book your appointment.

(A short guide on how to add appointments is included with this letter.)

Login with the following information:

Parents title, first and surname

Student's first name and surname

Students date of birth

If you do not have access to the internet, please contact the school office who can arrange an appointment to be booked for you. Alternatively, you can email your child's form tutor directly to arrange an appointment.

The Year 7 team look forward to meeting you at the Year 7 Tutor Evening.

Yours faithfully



Miss A McShane  
Head of KS3