



Dear Parent/Carer,

## **Year 7 Parent/Carer Evening on Thursday 22nd April - Online Virtual Appointment Booking**

We are really excited to offer an online virtual parent/carer evening which gives you the opportunity to have a live meeting with your child's teachers.

We would like to invite you to attend our **live video** appointment-based parents/carer evening on Thursday 22nd April with appointments available from 3.30pm-7pm. The purpose of this evening is to provide you and your child with the opportunity to discuss their learning and progress in each subject they study with their subject teacher. In addition, you will receive an academic report before this evening to support these conversations.

If you are unable to make appointments or you have a technical issue you should contact the students form tutor directly to arrange a phone call. This can be arranged at a different time. Please find the link to the staff emails [Teachers-emails-2020-21.pdf \(cityacademynorwich.org\)](#).

Appointments can be made from Wednesday 14th April at 9am and will close on Wednesday 21st April at 7pm. Should you wish to make any changes after this date please contact the school office.

Please visit <https://cityacademynorwich.schoolcloud.co.uk> to book your appointments. (A short guide on how to add appointments is included with this letter.)

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Yours sincerely,

Mr P Collin

Headteacher