

WALPOLE CROSS KEYS PRIMARY SCHOOL

28 Sutton Road, Walpole Cross Keys,
King's Lynn, Norfolk, PE34 4HD.



Executive Headteacher: Ms J. Borley

Telephone 01553 828680
office@walpolecrosskeysprimary.co.uk
www.walpolecrosskeysprimary.co.uk

4th February 2022

Dear Parents and Carers,

As you know we have a parents evening coming up on **Tuesday 22nd February**. Due to the increased number of covid cases in the area, we have decided to hold these appointments via video. We are choosing to trial a new method of booking these appointments via "School Cloud".

This system will allow you to pick your appointment time between 3:30pm and 7:30pm.

Once you have booked in your appointment you will receive an email confirmation. You will be able to make your bookings from 12:00noon on 7th February 2022 and the appointments will close at 12:00noon on Friday 18th February 2022. Should you wish to make any changes after this date, please contact the school office.

To book your appointments, please visit <https://«Web Address».schoolcloud.co.uk>, a guide to booking your appointments is included in this email. You will need to book each of your children's appointments separately.

Each appointment last for ten minutes.
Please be aware that the teacher is not able to change this.

Should you need more time to discuss anything with your teacher, please contact the school office who will arrange a telephone appointment for you.

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

Ms. Borley
Executive Deputy Headteacher

Enc