



# Archbishop Tenison's

CHURCH OF ENGLAND HIGH SCHOOL

18 November 2022

Dear Parents and Carers

## Year 10 Parents' Evening Wednesday, 30<sup>th</sup> November 2022

Year 10 Parents' Evening will take place in school on Wednesday, 30<sup>th</sup> November from 5pm-7.25pm. Appointments should be made via the Schoolcloud appointment booking system, which allows you to choose your own appointment times with the subject teachers, Form Tutors and Head of Year who you wish to meet with.

You will be able to book appointments with subject teachers, via <https://archten.schoolcloud.co.uk> from 10am Saturday, 19<sup>th</sup> November until 1am on Wednesday, 29<sup>th</sup> November.

Where a member of staff wishes to see a parent or carer of a specific pupil, they will manually make the appointment to see that particular parent or carer.

If you are unsure of how to book appointments, please watch the demonstration video on the school website [www.archten.croydon.sch.uk](http://www.archten.croydon.sch.uk) as it shows you exactly how to login and make appointments. To login you must use your **first name, surname and email address and your child's legal first name, surname and date of birth.**

Please ensure that you are punctual to each appointment and have any questions you may have ready.

If after the Year 10 Parents' Evening, you still wish to speak to a member of staff, please send a message via School Gateway with the name of the subject teacher, a brief description of your query and they will contact you as soon as possible.

Yours sincerely

Mr Winter  
Assistant Headteacher