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**OUR LADY & ST. BEDE**  
CATHOLIC ACADEMY

Head Teacher: M Wilkinson  
CEO: Dame M Regan DBE OBE, DL  
M.Ed., B.Ed (Hons), FCIEA, CEA  
Deputy CEO: M Shorten M.Ed., BA (Hons)  
Chair of Directors: M Matthews B.Ed, NPQH

28<sup>th</sup> February 2022

Dear Parent/Carer,

**Year 9 Parents' Evening Tuesday 8<sup>th</sup> March 2022, 3pm-6pm**

We are pleased to welcome pupils, parents & carers back to school for our first face to face parent's evening. The parents' evening will take place on Tuesday 8<sup>th</sup> March from 3 pm – 6 pm and will be an opportunity for pupils and their families to discuss their child's progress and the options they will take at Key Stage 4.

To help keep everyone safe we are asking families to book an arrival time at school. Your arrival time can be booked by logging onto school cloud via the following link: <https://ourladystbede.schoolcloud.co.uk/>. You should log in with the same email address which you have provided to school. When you log in you will be able to book a 5min arrival time under the name of your child's form tutor. Please note that this is not a form tutor appointment but will help us to manage the number of people in the building. Please try to arrive as close to your pre-booked arrival time as possible, but do not worry if you are slightly early or late. When you arrive, please enter via the main green gates if you are driving, or via main reception if you are on foot. There will be plenty of car parking on the school yard and pupils will direct you to reception to sign in. It will not be necessary to book appointments with individual teachers. Teachers will be situated throughout St. Mary's Hall, St, Mary's building, Pope John Paul II building and St. Bede building to reduce large gatherings of people. There will be a well-spaced queuing system for each teacher. We kindly ask that you wear a face covering if you can.

This is a very important year for pupils in year 9 as they choose their Key Stage 4 options. We hope that you will find the evening useful and informative, and we look forward to seeing you on 8<sup>th</sup> March. In the meantime, if you have any questions about the parent's evening please do not hesitate to contact me at school.

Yours sincerely,

Matthew Mc Auley  
Assistant Headteacher

