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NDE/RSA/SHN

11 April 2025

Dear Year 8 Parents and Carers,

Year 8 Parents' Evening Booking System Error

I am writing to inform you of an unfortunate error that has occurred with our booking system for the upcoming Year 8 Parents' Evening.

Due to a technical issue, the appointment times offered on the booking system have not been correctly recorded. As a result, it has become necessary to cancel all existing bookings. We understand the inconvenience this may cause and sincerely apologise.

We have now updated the booking system with the correct appointment times. The booking window will re-open at 6.00pm today and will be accessible until 1.00 pm on the day of the event. If you have any difficulty in accessing the booking system, please contact Nicola Dewar - <u>nicola.dewar@hartschool.org.uk</u>

We thank you in advance for your support with this. Appointments can only be made through our <u>SchoolCloud</u> parent evening system. Guidance on how to login and book appointments can be found here: <u>Instructions for Parent Evening</u>

Thank you for your understanding.

Yours sincerely,

Ms. R. Sandham Principal