



Bramley St. Peter's C of E (Aided) Primary School

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Headteacher: Mrs Ruth Esplin

*Journeying together
with God*

Dear Parents/ carers

14th March 2025

Parents/Carers Evening April 2025

This year our parent/carer consultation evenings are on:

- **Tuesday 1st April – 3.30pm to 5.00pm**
- **Wednesday 2nd April 3.30pm to 7.00pm**

We will be putting our booking system live today at 6.30pm to give all our parents and carers the opportunity to access the bookings at a convenient time. The booking system will remain open until 12 noon on Thursday 20th March.

The system can be accessed via the link below:

<https://bramleystpeters.schoolcloud.co.uk/>

Appointments are allocated 10 minutes per child and there is capacity for 1 session per child. If you have more than one child, please consider your booking times carefully to allow you to travel around school to the next appointment. The system will not allow you to book two appointments back-to-back, this is to give you time to move from one appointment to another.

Once the booking system is closed, you will need to speak to your class teacher or the school office to book any further appointments.

There is a guide attached to this letter to help you access the booking system however if you have any difficulties please speak to the School Office.

There will be our Book Fair, refreshments and a range of support stands and staff available to talk to in the hall. We look forward to seeing you all in school.

Dawn Leak
School Business Manager



Parents' Guide for Booking Appointments

Browse to <https://bramleystpeters.schoolcloud.co.uk/>

The screenshot shows a login form with two main sections: 'Your Details' and 'Student's Details'. In the 'Your Details' section, there are fields for Title (a dropdown menu with 'Mrs' selected), First Name (text input with 'Rachael'), Surname (text input with 'Abbot'), Email (text input with 'rabbot4@gmail.com'), and Confirm Email (text input with 'rabbot4@gmail.com'). In the 'Student's Details' section, there are fields for First Name (text input with 'Ben'), Surname (text input with 'Abbot'), and Date Of Birth (a date picker showing '29' for the day, 'July' for the month, and '2000' for the year).

Step 1: Login

Fill out the details on the page then click the *Log In* button.

A confirmation of your appointments will be sent to the email address you provide.

September Parents Evening

This is to allow parents and teachers to discuss progress and will take place on 13th and 14th September. Note that on the 13th there will be sessions available both in-person and via video call.

Click a date to continue

Monday, 13th September
In-person & video call
[Open for bookings](#)

Tuesday, 14th September
In-person
[Open for bookings](#)

[I'm unable to attend](#)

Step 2: Select Parents' Evening

Click on the date you wish to book.

Unable to make all of the dates listed? Click *I'm unable to attend*.

Choose Teachers

If there is a teacher you do not wish to see, please untick them before you continue.

Ben Abbot

Mr J Brown
SENCO

Mrs A Wheeler
Class 11A

[Continue to Book Appointments](#)

Step 3: Choose Teachers

Select the teachers you'd like to book appointments with. A green tick indicates they're selected. To de-select, click on their name.

	Mr J Brown SENCO (A2) Ben	Miss B Patel Class 10E (H3) Andrew	Mrs A Wheeler Class 11A (L1) Ben
16:30		✓	
16:40			
16:50	+		+
17:00			+

Step 4: Book Appointments

Click any of the green cells to make an appointment. Blue cells signify where you already have an appointment. Grey cells are unavailable.

To change an appointment, delete the original by hovering over the blue box and clicking *Delete*. Then choose an alternate time.

You can optionally leave a message for the teacher to say what you'd like to discuss, or raise anything beforehand.

Once you're finished booking all appointments, at the top of the page in the alert box, press *click here* to finish the booking process.

The screenshot shows the 'September Parents Evening' booking page. At the top, it says 'September Parents Evening' and 'Tuesday, 14th September In-person'. Below this, there are links for 'Print', 'Amend Bookings', and 'Subscribe to Calendar'. A note states: 'This is to allow parents and teachers to discuss progress and will take place on 13th and 14th September. Note that on the 13th there will be sessions available both in-person and via video call.' A table lists appointments:

Teacher	Student	Subject	
16:15	Mr Mark Lubbock	Jason Aaron	English
16:30	Miss Bina Patel	Jason Aaron	Religious Education

Below the table, there are two expandable sections for 'September Parents Evening' on 'Monday, 13th September'. The first is for a 'Video call' session from 16:00 to 16:45. The second is for an 'In-person' session from 15:00 to 15:45.

Step 5: Finished

All your bookings now appear on the My Bookings page. An email confirmation has been sent and you can also print appointments by pressing *Print*. Click *Subscribe to Calendar* to add these and any future bookings to your calendar.

To change your appointments, click on *Amend Bookings*.

