



# The Westminster School

*Safe, Happy and Learning Together*

**Head Teacher: Mr O M Flowers**

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3 March 2022

Dear Parent/Carer

## KS4/5 Parents Evening – Tuesday 15 March 2022

Our Parents Evening for KS4/5 students will take place on Tuesday 15 March between 3.30pm and 6.00pm in person. This is an important opportunity for parents to meet with teachers and discuss their child's progress.

Appointments can be made online at <https://westminsterschool.schoolcloud.co.uk>. Appointments are offered on a first come first served basis.

To log in you simply need to input your basic details (Title, First Name and Surname) and then also your child's details (First Name, Surname and Date of Birth) this will then provide you with the option to pick times that are convenient. Please detail on the notes section when booking your appointment if you would like this in person or over the phone. If you opt for a phone appointment, please also include the contact number which you wish to be contacted on in the notes section.

Measures will be put in place to ensure social distancing is maintained wherever possible throughout the evening for the safety of the whole School community. If for any reason, circumstances change due to Covid, we will notify you accordingly.

If you are experiencing difficulties when trying to book an appointment, please contact the School Office on 0121 561 6884 or email [service@westminster.sandwell.sch.uk](mailto:service@westminster.sandwell.sch.uk).

Yours faithfully

**O M Flowers  
Head Teacher**

