

4th January 2023

**RE:Year 11 Parents' Evening**

Dear Parent/Carer,

I am very happy to be contacting you regarding our face to face parents' evening at Outwood Academy Ripon for Year 11 on Tuesday 17th January, from 4:45pm to 7pm. The booking system opens at 8am on Monday 9th January and closes on Monday 16th January at 5pm.

The link below will take you to step-by-step guidance on how to make appointments. Please note that the parents' evening system will only recognise and find your child if you enter the exact details provided to the Academy during our latest personal data collection.

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

All appointments are five minutes in length, and we ask, to avoid delays and also so that the evening runs smoothly, that you are prompt to the start time and keep to the five minutes allocated. Having taken on board feedback from previous parents' evenings, teaching staff will be sited in their classrooms so there will be a five minute movement period built into all schedules to allow time to get to your next appointment. If you require any assistance with this, including any disabilities that might make walking between classrooms challenging, please contact the Academy via [enquiries@ripon.outwood.com](mailto:enquiries@ripon.outwood.com) so we can arrange an appropriate adjustment.

If you have any other questions prior to the event about logging onto the system then please also use the same email address.

Thank you for your continued support and we look forward to welcoming you into the Academy for this important evening.

Yours faithfully,



**Matt Coad**  
Associate Vice Principal  
Deep Learning