



Date: Wednesday 2nd October 2024
Our ref: GJP/sjt

Dear Parent/Carer,

Re: Year 7 Online Settling in Evening - Thursday 17th October 2024 – 4pm to 7pm

We would like to invite you to meet with your child's form tutor online to discuss how they are settling in during their first few weeks at St Bernard's. We use an online appointment system to arrange meetings for our Parent Consultation Evenings. The link to access the website has been added to our school Gateway app and is available under useful links.

If you have not yet downloaded the **School Gateway app** – it is free to download from your mobile phone's app store. This is the main method we use to communicate with parents throughout the year. You can find out more information by going visiting this link. <https://schoolgateway.co.uk>

You will be able to log in to the appointment system on Monday 7th October 2024 from 6pm by clicking on the **Parents Evening link** in the School Gateway app. You will be asked to complete the form (shown below) to log in. The items that need to match our school data is your **first name** and **last name** as well as **your child's date of birth**. The email address does not need to match one that we have saved for you, but it is where you will receive confirmation of the appointments you have made.

St Bernard's High School
Parents Evening System
Welcome to the St Bernard's High School parent teacher conference booking system. Appointments can be amended via a link from the email confirmation - please ensure your email address is correct.

Your Details

Title First Name Surname
Email Confirm Email

Student's Details

First Name Surname Date of Birth
1 January 2010

Log In

Teacher Login Administrator Login
Parents Evening System

The booking system will close Thursday 17th October at 12pm. Please ensure you have made an appointment before then. If you have any issues with accessing the system and making appointments, please do not hesitate to contact the school for further support.

Yours sincerely,

Mr G Pritchard
Head of Year 7
Head of Social Science