



22 September 2025

Dear Parents/Carers

Year 7 Parent/Tutor Meetings

We are very proud of how our new Year 7 students have settled into an excellent working pattern. It has been a very busy time for your child, getting to know new teachers, new subjects and making friends.

We would like to discuss your child's progress and invite you to an in-school meeting on **Wednesday 15 October**, where you will be able to discuss with their Form Tutor the early stages of your child's education with us. The meetings will run between 2.00pm and 5.30pm and will give you an opportunity to ask questions and tell us how you think your child has settled. In addition, the Form Tutor will have information about your child's overall attitude to learning. There will be a full online Consultation Evening later in the academic year on Tuesday 21 April 2026, when you will be able to talk about your child's progress with individual subject staff.

Appointment booking

Our online booking system allows you to choose your appointment time, which will last for 6 minutes. The system will be live from **6pm on Wednesday 1 October to 6pm on Wednesday 8 October**.

Please make this appointment visiting [HGS Parents Evening System](#). A short guide on how to add appointments is included with this letter. If you have any questions or difficulties, or you wish to change an appointment, please contact Reception by emailing mail@hgs.rklt.co.uk.

Please login with the information requested:

- Your first name, surname and email address (as indicated on the school's system)
- Your child's first name, surname and date of birth

Attending your appointment on the evening

Please enter the school via Main School Reception, all appointments will take place in the Main Hall. On the evening, we ask that you adhere to the 6-minute limit per appointment to allow all parents to speak with their child's Form Tutor.

Although we have limited parking at the school, we encourage all visitors to the school to walk or use public transport where possible. We ask that you respect our local community and do not park in adjacent streets to the school including Cundall Way, Southway, Grasmere Crescent and Rossett Way.

Our Form Tutors very much look forward to talking with you.

Yours sincerely

Mrs Wilkinson
Year 7 Manager

Mrs C Jackson
Director of Lower School

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Headteacher: Mr N Renton, Associate Headteacher: Mrs K Moat



Learning Trust Alliance Teacher Training Teaching School Hub

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Parents' Guide for Booking Appointments

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

WELCOME TO THE 'HARROGATE GRAMMAR' EVENING BOOKING SYSTEM. APPOINTMENTS CAN BE ATTENDED VIA VIDEO CALL OR BY EMAIL CONFIRMATION - please ensure your email address is correct.

Your Details

Title	First Name	Surname
Mrs	Rachael	Abbot
Email		Confirm Email
rabbot4@gmail.com		rabbot4@gmail.com

Student's Details

First Name	Surname	Date Of Birth
Ben	Abbot	20 July 2000

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.

September Parents Evening Tuesday, 14th September
2 appointments from 16:15 to 16:45 In-person

[Print](#) [Amend Bookings](#) [Subscribe to Calendar](#)

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

September Parents Evening Monday, 13th September
2 appointments from 16:00 to 16:45 Video call

September Parents Evening Monday, 13th September
2 appointments from 15:00 to 15:45 In-person

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*.