BUDMOUTH ACADEMY
WEYMOUTH

Principal Sara Mashike
Budmouth Academy Weymouth
CHICKERELL ROAD, WEYMOUTH, DT4 9SY

01305 830500
EMAIL: OFFICE@BUDMOUTH-ASPIRATIONS.ORG

4th September 2026

Dear Parents and Carers,

Year 7 Tutor Evening: 4pm to 7pm on Thursday 10th September 2026

We would like to invite you to attend the upcoming Year 7 Tutor Evening. It is being held at the Academy on **Thursday 10th September 2026** from **4pm to 7pm**. The evening will be **face to face** and is based in **The HUB**. This Tutor Evening provides an excellent opportunity for you to discuss how your child is settling in and to ask questions about their first few days here at Budmouth.

Appointments can be made from **Monday 7th September at 4:00pm** and will close on **Thursday 10th September at 12:00 noon**. Please visit https://budmouth.parentseveningsystem.co.uk to book your appointment. A short guide on how to add appointments is included with this letter. If you do not have access to the internet, please contact Lucy Churchill on 01305 830502, who will be happy to add appointments on your behalf.

The evening is designed so that parents and students can attend at a convenient time between 4pm and 7pm and attend information sessions either side of your appointment with your child's Tutor. Please head straight into the Hub building on arrival.

In addition to meeting your child's form tutor, you will also have the opportunity to attend sessions to support your child's journey whilst at Budmouth. These sessions include:

- **"How do we keep our children safe online?"**: Led by Behaviour and Ethos Coordinator Kirsty Rendell. This workshop will run throughout the evening and will be located in G13.
- **Google Classroom / SPARX Homework** information session.
- **Wellbeing Stand**: Promoting the range of extra-curricular clubs, enrichment, and support available to your child.
- **Senior Leadership Team (SLT)**: The Principal, members of SLT, including Heads of School, will be available to talk to parents.

Refreshments will be available throughout the evening in the Hub Avenue Café.

We very much look forward to seeing you.

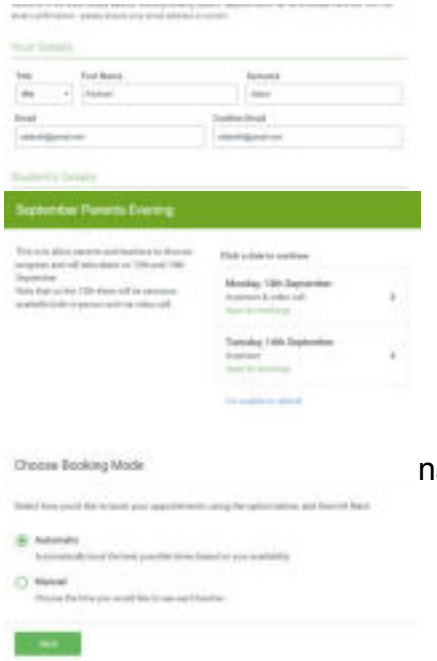
Yours sincerely,

Majdouline Zinoun
Year 7 Curriculum Leader

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Parents' Guide for Booking Appointments

Browse to https://budmouth.schoolcloud.co.uk/



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.

Step 2: Select Parents' Evening

Click on the date you wish to book.

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



Step 3: Select Booking Mode

Choose *Automatic* if you'd like the system to suggest the shortest possible appointment schedule based on the times you're available to attend. To pick the times to book with each teacher, choose *Manual*. Then press *Next*.

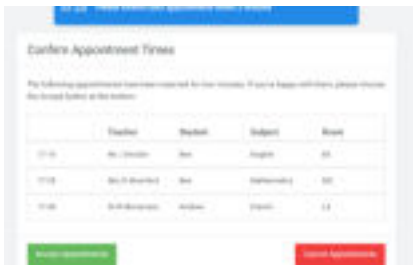
We recommend choosing the automatic booking mode when browsing on a mobile device.

Step 4: Select Availability

Drag the sliders at the top of the screen to indicate the earliest and latest you can attend.

Step 5: 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.



Step 6: Book Appointments (Automatic)

If you chose the automatic booking mode, you'll see provisional appointments which are held for 2 minutes. To keep them, choose Accept at the bottom left.

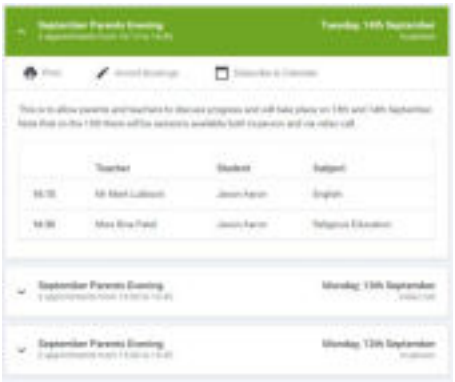
If it wasn't possible to book every selected teacher during the times you are able to attend, you can either adjust the teachers you wish to meet with and try again, or switch to



manual booking mode.

Step 7: 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. 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.



Step 8: 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*.