



7 October 2025

Dear Parent/Carer,

Year 7 Meet the Tutor – Thursday 22 October 2026, 4.00pm–6.00pm

Year 7 have made a fantastic start to the school year, and we want to ensure that they continue to have a positive transition into secondary school. We are therefore delighted to invite you to our **Year 7 Meet the Tutor** event at Duke's Secondary School on **Thursday 22 October, between 4.00pm and 6.00pm**.

All appointments will take place face to face and **must be booked in advance using the online SchoolCloud system**. You will be able to choose an appointment time with your child's form tutor, with appointments available on a first come, first served basis. You will receive an email confirming your appointment once booked.

The appointment booking system will open on **Thursday 15 October at 12.00pm** and will close on **Thursday 22 October at 10.00am**.

A step-by-step guide is available here:

Parents' Guide for Booking Appointments

Once you have read the guide, please use the following link to log in and book your appointment:

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

The evening will give you the opportunity to meet your child's tutor and hear how they have settled into life at Duke's. Your child will also be able to give you a tour of their new school and show you some of the places that have become part of their school day.

Our admin team will be available during the evening if you have any queries about the Arbor App. Refreshments will also be available, alongside a selection of pre-loved uniform. Blue school ties will also be available to purchase.

If you do not have access to the internet or are unable to use the booking system, please contact the school admin office, who will be happy to help.

We look forward to welcoming you to Duke's.

Yours sincerely,

K. Black

Mrs K Black

Director of Culture and Transitions

