



St Thomas More Catholic High School

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November 2021

Dear Parent / Carer

I would like to invite you to our **online Year 11 Parents' Evening on Thursday 2nd December 2021, 3.20 – 6.20pm.**

Using a system called 'SchoolCloud Parents' Evening System' you will be able to make appointments to speak to your child's subject teachers **via a video or audio call**. It is a simple system to use and only requires you to use your name, your child's name and date of birth to log in. School cloud is a website platform, and can be accessed from iPhone and Android phones, iPads and tablets, as well as laptops and desktop devices.

Appointments are 4 minutes, 50 seconds long with a ten second gap between appointments. Using the SchoolCloud system appointments will automatically end at the scheduled time to ensure that all appointments run on time. A countdown timer will be visible on your screen so you are able to complete your discussion in the time available. Teachers cannot extend or reschedule appointments during the parents' evening. If you would like to invite a second parent/carer to join your appointments please see the guide available on the school website (link below).

Staff will do their best to see as many parents/carers as they can but as you can appreciate some teachers may not be able to see everyone who requests an appointment. However, the SchoolCloud system does have a waiting list which you can request to join for a specific teacher. If a slot becomes available you may be added closer to the evening to see that teacher. If you are allocated an appointment you will be notified by email.

Our SENDCo's (Special Educational Needs and Disabilities Coordinators) are available to meet with parents and carers of our students with SEND. It is not essential that parents and carers meet with a SENDCo however please make an appointment if you would like to discuss any SEND issues. We would suggest making this appointment towards the end of your appointments so you can discuss any matters that arise from discussions with subject teachers.

In addition to school staff, we also have a limited number of 10 minute appointments available for our Careers Advisor, Lee Pattison from Connexions. If you would like to discuss future pathways to college, apprenticeship or university for your child please make an appointment to speak to Lee. All Year 11 students meet with Lee in school, this is an additional opportunity if you would also like to speak to him.



Unfortunately, we are not able to offer appointments with the Head or Assistant Head of Year during this parents' evening. This is to ensure that they are available to meet with parents of the students that they teach. If you have a pastoral concern please remember that the Head and Assistant Head of Year are available throughout the term should you need to speak to them.

Bookings for this event are on a first come, first served basis. You will be able to make a maximum of 10 appointments so please prioritise and select the teachers you would most like to meet with. Bookings will open on **Tuesday 16th November at 8am** and bookings will close on **Tuesday 30th November at 4pm**. Please log in to this website to make your appointments: <https://stmschool.schoolcloud.co.uk>. If you are unable to attend the parents' evening please let us know by logging into SchoolCloud and clicking the 'I'm unable to attend' button.

To join your appointments on the 2nd December you should log into SchoolCloud and click the green 'Join Video Appointments' button on the homepage.

The details you require to log into School Cloud are:

Parent title, Parent first name, Parent surname

Child first name, Child surname

Child's date of birth

There are further guides and support available on the school website, [click here](#) to view. If you have any queries regarding the parents' evening please contact the school by email, info@stmacademy.org.uk.

Yours sincerely

Mrs K Dixon
Attendance, Transition & Parental Engagement

