



1 April 2021

Dear Parent / Carer

I would like to invite you to our **online Year 12 Parents' Evening** on **Wednesday 5<sup>th</sup> May 2021, 3.25 – 6.15pm.**

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 either 5 or 10 minutes long. 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.

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.

Mrs Warland, our SENDCo (Special Educational Needs and Disabilities Coordinator) is available to meet with parents and carers of our students with SEND. It is not essential that parents and carers meet with Mrs Warland 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.

We are also offering appointments to meet with Mr Burnett, Head of Year 12, during this parents' evening. It is not essential that parents and carers meet with Mr Burnett however If you have a **specific pastoral concern** please book an appointment. Please remember that Mr Burnett is available throughout the term should you need to speak to him.

Bookings for this event are on a first come, first served basis. Unfortunately we cannot reuse any bookings made for the cancelled parents' evening earlier this year. Bookings will open on **Monday 19<sup>th</sup> April at 8am** and bookings will close on **Monday 3<sup>rd</sup> May at 4pm**. Please log in to this website to make your appointments: <https://stmschool.schoolcloud.co.uk>

To join your appointments on the 3<sup>rd</sup> May you 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](mailto:info@stmacademy.org.uk).

Yours sincerely

Mrs K Dixon  
Parental Engagement