

BLACKWOOD COMPREHENSIVE SCHOOL YSGOL GYFUN Y COED DUON

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Dear Parents and Carers 25th March 2022

Re: Virtual Year 7 Parents' Evening 31st March 2022

I hope you and your families are all well.

Due to the current restrictions, we will be holding a virtual Year 7 Parents' Evening on Thursday 31st March, from 3:15-5:45pm. We will again be using the online platform Schoolcloud. It is easy to access from mobiles, tablet devices or computers; we received very positive feedback from parents and carers when we used it last year. If you join us I would ask that you access the consultation from a suitable home location, such as your living room, kitchen or study, and dress appropriately. Information about how to access our virtual consultations is included at the end of this letter. Please ensure you use the correct website address to login which is:

https://blackwoodcomp.schoolcloud.co.uk/ (please note the 'comp' after blackwood)

Year 7 reports will be given to pupils next week before the parents' evening and you can use these to form the basis of discussions with your child's teacher. Each parent/carer will be given a four minute 30 seconds consultation meeting and Schoolcloud will automatically end the session after that time. There is a gap of 30 seconds in-between appointments to help parents, carers and teachers to get ready for the next appointment. This appointment length has enabled us to maximise the number of appointments available to parents & carers, and still be able to have a meaningful discussion.

We would like to see as many parents and carers as possible during this two and a half hour session but we have a number of staff who teach more than one form, so *please will you make appointments* for expressive arts (art, music and drama) as follows:

Form	Expressive Arts
7A	Mrs Rawson
7K	Mrs Rawson
7L	Mrs Brown
7C	Mrs Brown
7W	Ms Plumley
7D	Mr Tiley
7N	Ms Plumley







Please note Mrs Lewis (English) and Mr Stevens (Science) is available on Wednesday 30th March 3.15-5.45pm and not Thursday.

You will be able to make appointments from 5pm today (Friday 25th March), but after 12pm on Wednesday 30th March the system will be closed and you won't be able to make appointments after this time.

We do hope that you decide to join us but please will you make an appointment only if you are going to attend; we had a number of parents/carers who did not turn up for their consultation last year. Thank you for your continued support.

Take care

Yours faithfully

Headteacher/Pennaeth

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Full instructions below.

Parents' Guide for Booking Appointments



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Browse to https://blackwoodcomp.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.

Year 7 Parents' Evening 30/3/22 – Mrs Lewis (English) & Mr Stevens (Science)

Year 7 Parents' Evening 31/3/22



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.



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: Choose Teachers

If you chose the automatic booking mode, drag the sliders at the top of the screen to indicate the earliest and latest you can attend.

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 5a (Automatic): Book Appointments

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 5b).

Any issues please email Mr Winn, email address:

winna@blackwood.caerphilly.sch.uk