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Upper-school site: Stanley Avenue Wembley, Middlesex HA0 4JE

Lower-school site: Ealing Road Wembley, Middlesex HA0 4PW

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www.alperton.brent.sch.uk

# Year 13 Sixth Form <u>Virtual Parents Evening</u> Thursday 3rd December 2020 4.30pm – 7.30pm

Dear Parent/Carer

I am writing to inform you of the Sixth Form Parents Evening which will take place on **Thursday 3rd December 2020 between 4.30pm and 7.30pm.** 

All Sixth Form students have made a very positive start to the year and we know that with your ongoing support, we will be able to ensure your child continues to make progress and achieves their aspirations.

During the meeting you will receive your child's Academic Tracker to discuss your son/daughters progress with his/her subject teachers and set clear targets for the next academic term.

We are really excited to announce that this term parents' evening will take place **virtually** using our new online system, **School Cloud**; an online portal for Video appointments. Full instructions on how to register are included as an attachment to this letter [Page 2] and can also be viewed via video through the following link: <a href="https://vimeo.com/473882995">https://vimeo.com/473882995</a>

Please **book your appointment by 27th November 2020** using this link: <a href="https://alperton.schoolcloud.co.uk/">https://alperton.schoolcloud.co.uk/</a>
Prior to doing this please check your **email** for the personalised details you must include on this login page to create your account.

If you have more than one child in the sixth form, you only need to login with one child and you will be able to book and join the meetings for all your children.

- 1. Once you have booked the appointment, you will get a confirmation email.
- 2. You need to be logged on to the portal 5 minutes before your meeting time.
- 3. The appointments are scheduled for 10 minutes and the meeting will conclude as soon as the 10 minutes have elapsed.

We very much look forward to seeing you.



Ms S. Zaraat Head of Sixth Form











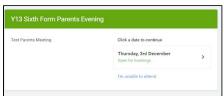






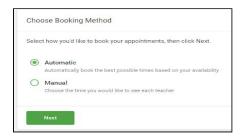
### Step 1: Enter Your Details

You have been sent an email with the personalised information you need to include on this page.



#### Step 2: Selecting the date

The Sixth Form Parents Evening takes place on 3rd December 2020 only.

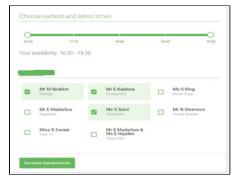


#### Step 3: Selecting Appointments

- •Select Automatic for the system to automatically create appointments for you
- •Select Manual if you would like to select from teacher availability

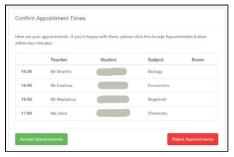


Image of the manual booking screen



#### Step 4: Select the Teachers you will be meeting

- Select the teachers that teach your son/daughter
- Click generate appointments



#### Final Step: Confirm appointments

You will be sent an email with a link to your appointments. On the 3rd December click on this one link to access all your appointments.



You can print your appointment or add them to your calendar by clicking the options on this page.















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