



# St Mary's Catholic School

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*where everyone can succeed*



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5<sup>th</sup> October 2021

Dear parent/carer,

## RE: Sixth Form Parents Evening

We would like to invite you to our Sixth Form Parents' Evening, which will take place on **Monday 18<sup>th</sup> October 2021** from 2:45pm to 6pm. Following the success and positive feedback from parents regarding our progress day in July, we have decided that the Parents' Evening will take place remotely using the school cloud system.

The Sixth Form Parents' Evening provides an ideal opportunity for you to speak with subject teachers about your child's progress so far in their A-Level courses. Subject teachers will be able to update you on how well your child has started their final A-Level year, if in Year 13, or how they have started their A-Level studies, if in Year 12, answer any questions that you may have, as well as offer advice and guidance about how to maximise achievement in the coming months and years.

As always, we would like to see as many parents as possible attending the evening. In order to enable as many parents to attend as possible, we will be allowing parents to book six meetings with different subject teachers. Each individual meeting will last five minutes. If more time is required, we would, of course, be more than willing to arrange a further meeting or telephone call at a later date. If you would like to speak to more than six of your child's teachers then please do not hesitate to contact us and we can arrange feedback from those you are unable to see on the evening. As the evening will be dedicated to subject specific feedback, form tutors, Miss Lamb/Mr Cottington and myself will not be available for meetings during the evening (unless they are your child's subject teacher). If you would like to speak to myself, your child's form tutor or Miss Lamb/Mr Cottington then please do call the school. Of course, you are welcome to contact us at any time during the school year.

As usual, in order to allow our teachers time to prepare for Parents' evening, the school day will finish slightly earlier at 2pm for Year 7 and 8 and 2:10pm for the older year groups.

We will be using the 'SchoolCloud Parents' Evening System' and you will be able to make appointments to speak to your child's teachers via a video call. Many of you will be familiar with the system following progress day in July. 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. SchoolCloud is a website platform, and can be accessed from iPhone and Android phones, iPads and tablets, as well as laptops and desktop devices. However, if any parents do not have access to IT please contact your child's Head of Year.

I have attached a step-by-step guide (see below) showing how to log in and make your appointments. The details you require to log in are below and they must match the details we have on our school system:

- Parent/Carer's first name and last name
- Your child's first name and last name
- Your child's date of birth.

Bookings for Parents' Evening are on a first come, first served basis. Bookings will open on **9 am Wednesday 6<sup>th</sup> October** and bookings will close on **4pm Friday 15<sup>th</sup> October**. You can make your appointment by logging in using the details above on the following website <https://stmaryscs.schoolcloud.co.uk>

The SchoolCloud system will automatically end appointments at the scheduled time to ensure that other parents' appointments are not delayed. 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. However, if you do have additional questions following the meeting, please do get in touch with us.

To help you join your meetings on the day we recommend reading the attached guide or watching the short parent and carer guide video by clicking on this link <https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

There will be six appointment slots available per student and therefore if both parents would like to attend the Progress day, they will need to join the same meeting. One parent must invite the other to attend the meeting by following the detailed steps and set up, you cannot simply forward the link. Please read the attached guide or click on this link for further guidance on how two parents/carers can join the meeting. <https://support.parentseveningsystem.co.uk/article/862-video-appointments-parents-how-to-invite-another-parent-guardian-to-join-your-appointments>

If you have any queries please do not hesitate to get in touch with myself or Miss Lamb/Mr Cottington.

Many thanks as always for your continued support.

Yours sincerely,



**Mr Turnbull**  
**Assistant Headteacher Sixth Form**