



Appledore Gardens
Lindfield
Haywards Heath
West Sussex
RH16 2AQ

tel: 01444 414001
email office@oathall.org
website www.oathall.org

Headteacher: Mr E Rodriguez MA BSc (Hons)

17th March 2021

Dear Year 7 Parents

I would like to invite you to our second online Parents' Evening which will run on Tuesday 23rd March from 4.30pm to 7pm. This will provide an opportunity for you to speak to any of your child's teachers who you were unable to make an appointment with at the previous parent's evening.

The meetings will take place on a managed video conferencing platform called School Cloud. The system is easy to use and also includes an online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. Each appointment lasts five minutes with a one minute gap between appointments. The timings are managed automatically by the system.

The video calls can take place on any internet connected device with a microphone and camera, this includes smartphones along with tablets, laptops, Chromebooks and desktops. You can of course turn the camera off if you would prefer and this option will also be given to teachers. You do not need to install any software to participate as it all runs in a web browser.

The appointment booking system will open on Thursday 18th March at midday and bookings will close on Monday 22nd March at 2pm. Should you wish to make any changes after this date, please contact Mrs Van Der Spiegel, gvanderspiegel@oathall.org.

Please only book appointments with subjects that you were not able to book at the previous parents' evening.

Please visit <https://oathall.schoolcloud.co.uk/> to book your appointments. A short guide on how to add appointments is included with this letter along with a guide for managing the video calls.

Please contact Mrs Van Der Spiegel, gvanderspiegel@oathall.org if you have any difficulties making bookings.

Yours sincerely

Mr Houghton
Deputy Headteacher