



21<sup>st</sup> June 2021

Dear Parent or Carer,

This letter outlines the format of the upcoming Year 12 Parents Evening on **Thursday 1<sup>st</sup> July 2021**, which will be hosted via the SchoolCloud website.

If you have not yet created a log in for SchoolCloud, please do so using the following link: <https://ahcs.schoolcloud.co.uk/> . Please be sure to enter your details and email address, as well as your child's details, exactly as they are used at school. A step-by-step help sheet can be found on the school website here: <https://www.allhallows.net/parents-evening.html> .

Appointments are available every 5 minutes from 4pm until 6:25pm on the evening. Some smaller classes may be offered 10-minute appointments where time allows. The system restricts appointments to those teachers on your child's timetable and will limit the overall number of appointments that can be made to a maximum of one per subject, to ensure fairness for all students. Classes with more than one teacher will be invited to make an appointment with an assigned lead teacher, although some appointments may include more than one teacher.

There is a facility whereby you are able to set up appointments for two parents who are in separate locations, should this be needed. The appointments are programmed to last five minutes; whilst you may end the call early, please be aware that calls automatically cut off once the call time has expired. A countdown timer will appear on screen during the call. In order to benefit from staff feedback we ask that students attend all appointments alongside their parents.

Appointments will be made via the SchoolCloud online booking system. This will go live from **8pm on Wednesday 23<sup>rd</sup> June**, when you will be able to log in and book appointments. The booking system will close on **Wednesday 30<sup>th</sup> June at 4pm**.

Yours faithfully,

Miss A Maxwell  
Head of Year 12

Mr L Carney  
Head of Key Stage 5

Mrs L Jones  
Director of Sixth Form

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