All Hallows Catholic School

Weybourne Road
Farnham
Surrey
GU9 9HF

Headteacher : Mr Mark Baines

6 February 2023

Dear Parent or Carer,

This letter outlines the format of the upcoming Parents Evening, to be hosted online on Thursday 23 February 2023.

As you may be aware, the website 'SchoolCloud' is being used for parents' evenings enabling live video calls through pre-booked appointments. If you have not previously created a log in for SchoolCloud, please do so using the following link: https://ahcs.schoolcloud.co.uk/ . This link and a step-by-step help sheet can be found on the school website here: https://www.allhallows.net/parents-evening.html . Please remember to enter your child's details exactly as they appear on their school records.

Appointments are available every 5 minutes from 4pm until 6:55pm on the evening. 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 and duplicate appointments for any subject will be automatically cancelled. Classes with more than one teacher will be invited to make an appointment with an assigned lead teacher.

Appointments are made on a first-come-first-served basis via the SchoolCloud system. The booking system will go live from 8pm on Friday 10 February and will close on Wednesday 22 February at 4pm.

There is a facility whereby you are able to set up appointments for two parents who are in separate locations, should this be needed. Instructions for this can be found on the Schoolcloud website.

Appointments are programmed to last 5 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 towards the end of the call.

In order to benefit from staff feedback, we ask that students attend all appointments alongside their parents.

Yours faithfully,

Mr M Corrigan
Head of Year 7

Mr R Antrobus
Head of Lower School