



## ABBEY PARK SCHOOL

15<sup>th</sup> June 2021

### Year 8 Subject Consultation Evening – 29<sup>th</sup> June 2021

Dear Parent/Carer,

I am writing to inform you about the upcoming **Year 8 Subject Consultation Evening** taking place on **Tuesday 29<sup>th</sup> June 2021** from **4:30pm to 8pm**. We will be using *SchoolCloud* to host the evening remotely over an online video link. This is the same technology we used at the last Tutor Consultation day.

This is an opportunity for you and your child to meet with each of their subject teachers, for five minutes, to discuss the progress they have made so far this academic year. Year 8 academic reports will also be available via the Arbor Parent Portal on the same day.

We would like all parents to make appointments with all of your child's subject teachers where possible. Parents have a key role in the partnership between school and home, and we welcome your support in working with us, to ensure that your child reaches their full potential.

#### **Booking your appointments**

Subject appointments are available from **4:30pm to 8:00pm** (with the last appointment at 7:50pm). You can book your appointments via <https://abbeypark.schoolcloud.co.uk>. You will need to confirm your details, including your child's name and date of birth in order to access the site. Please see attached step-by-step guide for more information. The booking system will close at 5pm on Monday 28<sup>th</sup> June.

If you have any issues accessing the site or booking your appointments please contact Mrs Boddy ([boddyh@abbeyparkschool.org.uk](mailto:boddyh@abbeyparkschool.org.uk)).

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Principal: Mr J Young  
Vice Principal: Mrs L Hunter



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### Attending your appointments

Where possible we would like you to attend your appointments with your child. On the evening, log back into the site and you will then see a notice that indicates you have an upcoming video appointment. This will become available 60 minutes before your first appointment. Click on the **Join Video Appointments** button and your device may ask you to allow access to your camera/microphone, in which case please click 'Yes'. Click on **Start Appointment** and you should see yourself in the bottom right corner of the screen. The teacher will then join the call.

A new feature has been launched that allows parents to invite another parent or guardian to the video appointment. This means that two parents or guardians from different locations are able to both call in remotely to meet with the teacher at the same time. This requires the parent who books the initial appointment to 'invite' the other parent or guardian to the call. For further information and guidance please visit the following link:

<https://support.parenteveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

Please ensure you are using a compatible web browser. The following are supported for making video calls: Safari, Chrome, Firefox or Edge (latest version only). If you are using an iPhone or iPad, it must be running iOS 14.3 or later.

Please be aware this has been a new process for us as well and we appreciate your patience and understanding whilst we move to this new way of conducting parents' meetings under the current circumstances.

Yours sincerely,

Mr J Ward  
Vice Principal



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