

14th April 2021

Dear Parent/Carer

Year 8 Parents' Evening

I would like to invite you to attend our Year 8 Online Parents' Evening of **Thursday 22nd April 2021**. This is an important evening and provides you with an opportunity to meet remotely the teachers of your child. As well as discussing the progress made so far in school, the evening will also give you chance to discuss how your child engaged in remote learning during the recent period of Lockdown.

Balshaw's has introduced a new, intuitive and easy to use online Parents' Evening system hosted by SchoolCloud due to our Covid-19 safety measures. The evening will last for the same amount of time and have the same number of appointments available as a traditional 'face-to-face' Balshaw's Parents' Evening. The system allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. There is a limit to one appointment per student and appointments will be for 4 minutes due to some teachers having more than one group. On the Parents' Evening itself you can log on using any digital device, from your phone to a computer, and then discuss your child's progress with a Balshaw's teacher from the safety and comfort of your home. The system has the facility to share a call with parents' who may no longer live at the same address and if that's the case I've also attached a guide with this communication.

Appointments can be made from 9am on Monday 19th April 2021 and will be open until the 3pm on the day of the Parents' Evening on the 22nd April. Along with this letter you'll find a Parent Guide to using the system and hopefully you'll find this useful. If, when you attempt to book an appointment with a teacher, their appointments are full, you'll be placed on a reserve list and if an appointment becomes free you'll be informed by email. If you don't receive a reserve appointment and you have any concerns about that particular subject please contact the teacher via email and they will respond to your query.

When you are ready to make your appointments please visit: <https://balshawsce.schoolcloud.co.uk/> and follow the necessary steps.

To be able to log onto the system you'll need to use your name along with your email address. The email is so that you can receive reminders and appointment confirmations for the parents' evening. You will also need your child's name and date of birth to gain access to the system.

In the days leading up to the Parents' Evening please visit the webpage below and study the instructions on how to take part in the evening. We have already hosted Parents' Evenings across the other four year groups in school using this system and the feedback we received was very positive. We look forward to you joining us on the night but if you're unable to join us, please let us know in advance. The link below provides guidance on attending a video call how to invite another parent to your appointment.

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

Yours sincerely

Jonathan Morgan
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Curriculum & Standards