

20 January 2023

Dear Parent/Carer

Year 8 Parents' Evening – Thursday 26th January 2023

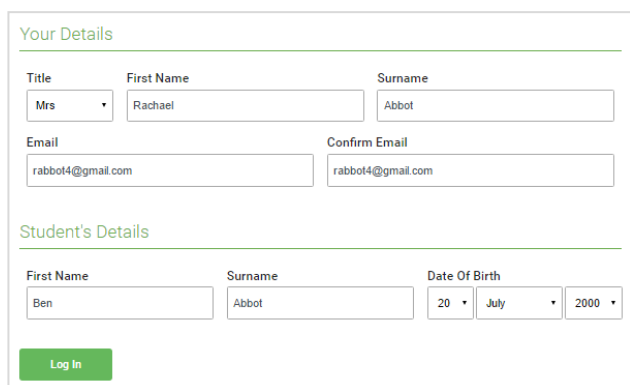
I would like to invite you to participate in our Year 8 Parents' Evening on Thursday 26th January 2023. This is a very important evening because it allows us to welcome you into school to meet with your child's teachers. We haven't been able to do this with the current Year 8 pupils because of the imposition of the pandemic, so it with great pleasure that we can do so again.

We will continue to use the online appointment booking system to make appointments that we introduced last year. This allows you to choose your own appointment times with teachers. You should visit <https://hollingworthacademy.schoolcloud.co.uk/>. The login page will look like the example at the bottom of this letter.

Appointments will be five minutes long and **will take place in school**. Please be aware that staff will have to stick strictly to the five minute time limit as any overruns will affect other parents waiting for their appointment. It is advised that when you book your appointments you should allow some time between meetings to get around school to the different subject areas.

Appointments can be made from Tuesday 17th January at 4pm and will close at 9am on Thursday 26th January.

Should you require a reminder of how to book an appointment then this link: [Video: Parents - How to attend appointments over video call - SchoolCloud Parents' Meetings \(parentseveningsystem.co.uk\)](https://parentseveningsystem.co.uk/) will take you through the process of booking online (you will only need to watch until the 4 minute 15 second mark).



The screenshot shows a login form with two sections: 'Your Details' and 'Student's Details'. Under 'Your Details', there are fields for Title (Mrs), First Name (Rachael), Surname (Abbot), Email (rabbot4@gmail.com), and Confirm Email (rabbot4@gmail.com). Under 'Student's Details', there are fields for First Name (Ben), Surname (Abbot), and Date Of Birth (20 July 2000). A 'Log In' button is at the bottom.

Please note the information you give here must match what you gave us when you enrolled your child with us in Year 7. Any variations from that and the system will reject the login attempt. Also, the system is set up for the first contact parent or carer. Finally, be aware that the system is case sensitive.

If you do not have access to the internet, please contact the Head of Year who will be happy to add appointments on your behalf. For all other enquiries, please email Head of Year, then ParentsEvening@hollingworthacademy.co.uk

Yours faithfully



Mr B Larkin
Assistant Headteacher