



Montgomery Academy

An Academy within the Fylde Coast Academy Trust

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Inspiring Excellence Together

Year 9 Virtual Parents' Event	Population A	Tuesday 23rd February 2021	12pm – 7pm
	Population B	Wednesday 24th February 2021	12pm – 7pm

Online Appointment Booking

Dear Parent/Carer,

I would like to invite you to attend our Year 9 Virtual Parents' Event on the Tuesday (Population A) and Wednesday (Population B) of the first week back after half-term. This will give us a chance to speak to you and your child about their learning so far this year; both when they were in school and during lockdown. You will be receiving the Year 9 Options Booklet through the post this week and these Virtual Parents Events will give you the opportunity to gauge your child's potential in subjects they are interested in taking next year.

The school ran it's first virtual Parents' Event for Year 11 two weeks ago and it was a huge success. The SchoolCloud system allows parents/carers to make virtual appointments using an easy to use booking system. You choose your own appointment times with teachers and then you will receive an email confirming your itinerary. Teaching staff will be available most of the day from 12pm to 7pm, though they will have some breaks built in to their day.

Using a mobile phone is perfectly fine and there is no need to download any apps as the system will work through your internet browser. However, using video will count towards data plans, so we would suggest you remain on wifi where possible.

3 minute appointments for each teacher can be made from tomorrow lunchtime, **Wednesday 10th February 12:00pm until Monday 22nd February 10am**. Should you wish to make any changes after this date then please contact the school office.

We will send out some reminders over the half-term and will call families, who have not made appointments, on Monday 22nd to see if they are having any difficulties in using the system.

Please visit <https://montgomeryacademy.schoolcloud.co.uk> to book your appointments. A short guide on how to add appointments is on the school website. The link is

https://files.schudio.com/montgomeryhighschool/files/documents/covid/Virtual_Parents-Evening_helpsheet_-_making_appointments.pdf

We will also send a paper copy of this letter through the post.

Login to the system with the following information:

- Parent Title, First Name, Surname and email address
- Student First Name, Surname and Date of Birth

The system is linked to our school system so will only allow parents/carers who give the information on our system access to make appointments. Please let us know if you have any problems. We have split Year 9 into 2 populations on separate days as some staff teach the whole year group. We suggest that you make appointments for subjects that are compulsory next year such as Maths, English & Science. As well as these, you will probably want to prioritise subjects that your son or daughter are

interested in taking in Years 10 & 11, though please feel free to make appointments in all their subjects if you so wish.

Notes to parents:

- Computing and French appointments might not be with their teacher due to the volume of potential appointments for the one member of staff
- Mrs Harrison is on maternity leave – therefore another teacher from the Humanities department has been assigned to her classes to discuss the latest report and suitability for GCSE History
- Design Technology & Expressive Arts appointments are with the teacher that filled in their report - the one they had before Christmas. So will be a different teacher to their current timetable

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'L. Khan'.