



10 February 2022

Dear parent/guardian/carer and student

**Re: Parent/Student Consultation Evening – Thursday 3 March 2022, 4pm - 7pm**

On the evening of **Thursday 3 March**, we are looking forward to the opportunity to discuss your child's progress and engagement during the last term with you. Due to the restrictions in place to protect the school and wider community, we will be holding this parent/student consultation remotely.

A couple of years ago we introduced an electronic parents' evening booking system, (Parent Evening System). This year we will be carrying out the bookings in the same way, but will also be using the, "Virtual Parent Evening" facility to hold our evening remotely. This is not dependent on any particular device or software, as long as it has internet access, a camera and microphone. This could be a computer, tablet or smart phone. The same web address will take you to both the bookings and the actual parent evening, so it is a good idea to create a bookmark for it: <https://poole.schoolcloud.co.uk/>. The booking system will be live from **Monday 14 February at 8.00am**.

The system has standard five-minute appointments that are automated (i.e. not controlled by the teacher). If you are late to your appointment, they cannot be delayed. Therefore, please spend some time before the evening starts to ensure that the permissions for the camera and microphone are set, so you do not have to do this during your appointment slot. In the event that something in the system fails, we will resort to making phone calls. We will phone the mobile number of the first contact in SIMs. Please ensure that we have your up to date information and phone number. You can do this by completing the contacts section of the data collection sheet in the SIMS Parent App. It is currently not possible for multiple parents to join from different locations.

Your child may have multiple teachers for each of their subjects, there will only be one member of staff for each subject available, but they will be able to discuss your child's progress across the subject.

It is an expectation that all students and parents attend this evening. It is extremely helpful if your child is with you when discussing their progress with their teacher. We therefore ask that you remind your child to make arrangements with their employers if they need to take time off work. For Year 13 students, the discussion should reflect the most recent diagnostic examinations, current progress and engagement since the start of the year and you will have the chance to talk to the subject teacher about their current position and capacity for their final examinations in the summer. For Year 12 students, the discussion will also reflect their most recent diagnostic exams and the preparations and expectations required for the upcoming 'Year 12 summer progression exams'.

The vast majority of parents regularly attend parents' evenings. If you are not available on the evening to attend for any reason, or if you have any general Sixth Form concerns, please email [sixthform@poolehigh.poole.sch.uk](mailto:sixthform@poolehigh.poole.sch.uk) to inform us that you will not be present or respectively, Mrs Smith will book an appointment for you with the appropriate member of the Sixth Form team: Miss Arnaouti our Pastoral Lead, Mr Payne our Progress Lead or myself, Mrs Helliwell (Head of Sixth Form).

Yours sincerely

Mrs M Helliwell  
Head of Sixth Form, Assistant Headteacher