



12 November 2023

Dear Parent / Carer,

**Year 10 GCSE Progress Evening – Thursday 23<sup>rd</sup> November 2023**

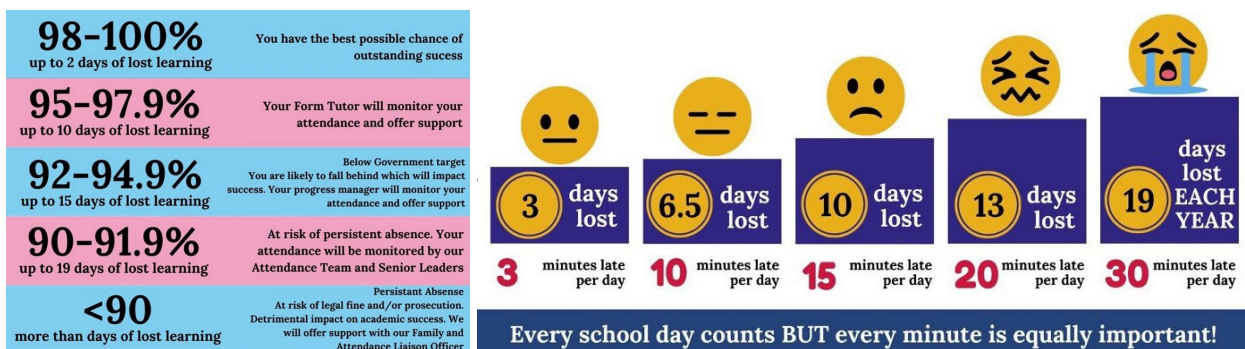
I am delighted to announce that our Year 10 Progress Evening will take place on Thursday, 23<sup>rd</sup> November 2023, at school from 4 pm to 7:30 pm. Our Progress Evening is a vital component of our continued commitment to support all our students in achieving their full potential across all subject areas. This event will allow our staff to update you on your child’s start to their GCSEs and overall progress.

During the evening, you will receive feedback from teachers regarding your child’s effort and progress in each of the subjects they study. You will also gain important information about what your child will need to do to improve and develop further.

As you are aware from our previous Progress Evening, the school utilises an online booking system to enable you to make appointments with your child’s teachers. The booking system is now open and will close at midday on Wednesday, 22<sup>nd</sup> November 2023. Appointments will last 6 minutes, and we encourage you to book early to secure the appointment times you require.

I have included instructions on how to make appointments in this letter. If you have any questions or concerns, please do not hesitate to contact the school by phone or email at [darren.sanders@sws.cheshire.sch.uk](mailto:darren.sanders@sws.cheshire.sch.uk). If, after the Progress Evening, you would like to have a further conversation with any teachers, please email [darren.sanders@sws.cheshire.sch.uk](mailto:darren.sanders@sws.cheshire.sch.uk), and the Year 10 team will ask your child’s teacher to call you.

Attendance at school and independent study/homework are the two single most important ways to prepare students for success. Please continue to encourage these habits at home. The tables below highlight the importance of good attendance.



If you have any queries, please do not hesitate to contact the school.

Yours faithfully,

Mr. Smissen - Vice Principal, Mr Sanders – Year 10 RSL, Miss Flood – Year 10 Pastoral Manager



## Parents' Guide for Booking Appointments

Browse to <https://sirwilliamstanier.schoolcloud.co.uk/>

### Step 1: Login

Fill out the details on the page then click the *Log In* button.

Confirmation of your appointments will be sent to the email address you provide.

### Step 2: Select Parents' Evening

Click on the date you wish to book.

Unable to make all of the dates listed? Click *I'm unable to attend*.

### Step 3: Select Booking Mode

Choose *Automatic* if you would like the system to suggest the shortest possible appointment schedule based on the times you are available to attend. To pick the times to book with each teacher, choose *Manual*. Then press *Next*.

We recommend choosing the automatic booking mode when browsing on a mobile device.



Choose Teachers

If there is a teacher you do not wish to see, please untick them before

Ben Abbot

<input checked="" type="checkbox"/> Mr J Brown SENCO	<input checked="" type="checkbox"/> Mrs A Wheeler Class 11A
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[Continue to Book Appointments](#)

### Step 4: Choose Teachers

If you chose the automatic booking mode, drag the sliders at the top of the screen to indicate the earliest and latest you can attend. Select the teachers you'd like to book appointments with. A green tick indicates they're selected. To de-select, click on their name.

Confirm Appointment Times

The following appointments have been reserved for two minutes. If you're not happy with the times, click the Accept button at the bottom.

Teacher	Student	Subject
17:30 Mr J Sinclair	Ben	English
17:25 Mrs D Mumford	Ben	Mathem
17:45 Dr R Monamara	Andrew	French

[Accept Appointments](#)

### Step 5a (Automatic): Book Appointments

If you chose the automatic booking mode, you will see provisional appointments which are held for 2 minutes. To keep them, choose Accept at the bottom left.

If it wasn't possible to book every selected teacher during the times you are able to attend, you can either adjust the teachers you wish to meet with and try again, or switch to manual booking mode (Step 5b).

Teacher	Student	Subject
Mr J Brown SENCO (A2) Ben	Miss B Patel Class 10E (H3) Andrew	
16:30		<input checked="" type="checkbox"/>
16:40		
16:50	<input type="checkbox"/>	
17:00	<input type="checkbox"/>	

### Step 5b (Manual): Book Appointments

Click any of the green cells to make an appointment. Blue cells signify where you already have an appointment. Grey cells are unavailable.

To change an appointment, delete the original by hovering over the blue box and clicking *Delete*. Then choose an alternate time.

Once you are finished booking all appointments, at the top of the page in the alert box, press *click here* to finish the booking process.

Year 11 Subject Booking

10:00 Mr J Brown Ben English

10:15 Mr J Brown Ben English

10:30 Mr J Brown Ben English

10:45 Mrs D Mumford Ben Mathem

11:00 Mrs D Mumford Ben Mathem

11:15 Mrs D Mumford Ben Mathem

### Step 6: Finished

All your bookings now appear on the My Bookings page. An email confirmation has been sent and you can also print appointments by pressing *Print*. Click *Subscribe to Calendar* to add these and any future bookings to your calendar.

To change your appointments, click on *Amend Bookings*.