



Dear Parent/Carer,

On the evening of **Thursday 19th October, between 3:30pm and 6:30pm**, we will be holding the first of two progress evenings this year to discuss your child's academic development so far and what they need to target to maximize their potential.

Again, the parents' evening will take place using the online School Cloud parents' evening system.

Please see the guide attached for information on how to book appointments for the evening. We would advise you to test that your browser will support the programme in advance of the evening. To do this please run the following: [Twilio Network Test](#)

Please note the following:

1. This site contains information on how to undertake a call and other relevant information:
[Video: Parents - How to attend appointments over video call – School Cloud Parents Evening \(parentseveningsystem.co.uk\)](#)
2. Should you wish to invite another parent to the appointment then the above link contains instructions on how to do this.
3. During the appointment if you accidentally end the call then simply click the green phone symbol and the call will reconnect.
4. The parent/carer who requested the appointment and received the email must be the person who logs into the system for the call.
5. At the end of the 5 minutes, the call will simply time out. This will ensure that the timetable runs strictly to time. We apologise in advance should your conversation end abruptly due to this feature.

Appointments will open at 9am on Monday 9th October and close at 23:55 on Wednesday 18th October.

If a teacher is unable to meet for your booked virtual appointment, you will be sent an e-mail in advance so that alternative measures can be put in place for you to discuss your child's progress another time.

We hope that you find the consultations useful, so you can help support your child in their studies here at Whitchurch High School's Sixth Form.

Yours faithfully,

Ms L Sharpe
Assistant Headteacher: Assessment, Progress and Skills