



14th January 2021

Dear Parent/Carer,

**Virtual Year 7 Parents' Evening, Thursday 28th January 2021
- Online Appointment Booking**

I would like to invite you to attend our Year 7 Parents' Evening to be held on **Thursday 28th January 2021**. As a school, we place great value on the communication we have with our parents and carers. As we reach the mid-point of your son/daughter's first year at Maidenhill, it will be crucial to review their approach to learning and progress with their subject teachers.

We have introduced a new intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. All appointments will be held virtually via video with the new easy to use software. We would hope that both parent/carer and the student 'attends' each appointment.

Appointments can be made from **today** and will close on **27th January 2021**. Appointments will be available between 4.30pm and 7.00pm. Parents/carers of students on the SEND register can also make a single appointment to see Mrs Gough. Please note that teachers have limited availability and you may not be able to book all of the appointments you would like. All appointments are 5 minutes in length and the software (not the teacher) will automatically end each appointment after 5 minutes. To help with time management there is a countdown timer on screen. A short guide on how to make appointments is included with this email. You can also watch a short video to help with the whole process, including, what to do on the evening of the event, by clicking the following link:

<https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

Please visit <https://maidenhillschool.schoolcloud.co.uk/> to book your appointments. You can log in by completing the requested details on screen.

Yours sincerely,

Mr A Hara
Assistant Headteacher
(Student Welfare and Guidance)

Head Teacher: Mrs P Wilson BA (Hons)

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