

12th November 2021



Dear Parent/Carer,

Parents' Evening November 2021 - Attending Online Appointment

As you know, the school has introduced a new online video appointment.

Now that you've had the opportunity to book an appointment for the Parent's Evening, here is some support in attending the Online Parents' Evening.

All the instructions can be viewed using this link - with a useful video to show you the process. (The start of the video is about booking - from 4 mins this shows you how to join video appointments)

[Attending Parents Evening Using School Cloud](#)

When it comes to the appointment, we suggest that you login with 5-10 minutes to go before your appointment. To check the sound and image for your call.

Go to <https://redrose.schoolcloud.co.uk> and login as you did to book the appointment.

Login with your details, the email address and your child's details. The information must be identical to the information we have on our system - for example, if your child is known as Sam, but we have Samuel on our system, please use Samuel.

Alternatively, when it comes to the appointment time, you can use the link that was contained in the confirmation email. You will click on 'Join Video Call'. You will then wait until the system automatically starts the video call between you and your child's teacher.

The system provides you with **exactly 10 minutes** to discuss your child's progress. We have selected 10 minutes as we judge this to be long enough to give the necessary overview of your child's progress. If necessary, further contact can be made in the usual way through the school office. The system will alert you when there is 1 minute left (there will be an orange bar at the top of the video.- this is the time to begin to wrap up the conversation. With 10s left, the bar will go red. The call will automatically end at the correct time by the system.

We are confident this will be a beneficial way of running parents' evening and welcome any feedback. Any issues, please refer to the School Cloud website or contact the school.

Yours sincerely,

A handwritten signature in cursive script, appearing to read "A Brinton".

Mrs A Brinton
HEADTEACHER