

20th April 2021

Dear Parents / Carers

Year 7 Virtual Parents' Evening

On **Monday 10th May 2021** we will be holding a virtual parents' evening for year 7 to enable you to discuss your child's progress with their subject teachers. The evening will run from 3:45pm – 7:00pm, all appointments will have a duration of 5 minutes.

To book appointments you need to log in to the booking system and select the appointments / subjects you require, the system can be accessed via the link below from **6pm on Monday 26th April:**

<https://greattorrington.schoolcloud.co.uk/>

Please see key information about the system below:

- To successfully log in you need to ensure your **title, surname** and your **child's date of birth** all match the information we hold on file.
- You can access the system on most devices; this includes computers, tablets and smartphones.
- Please ensure you login and check your video / audio prior to the evening. You can do this by clicking the **Join Video Appointments** button and following the prompts accordingly. You may need to allow access to your camera / microphone within your browser to do this.
- If you are using a computer then please be aware Internet Explorer is not supported, it must be via Chrome, Firefox, or Edge.

Once the parents' evening has started you will see a countdown before seeing the option to **Start Appointment**. Once the teacher joins you will have a fixed time of 5 minutes for the appointment to complete. The system warns you at 1 minute remaining (amber) and again at 5 seconds (red). Once the timer finishes the system automatically ends the appointment, this cannot be changed or extended. This does mean that appointments may end abruptly.

Either party can mute their video and / or audio if required. At the end of your appointment, you will see the option to **Start Next Appointment** if there is another scheduled.

For the official parental support information from our system provider please see the link below:

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

GREAT TORRINGTON SCHOOL

Headteacher: Andy Bloodworth BSc (Hons) NPQH

Calvesford Road, Great Torrington, Devon, EX38 7DJ **Tel:** (01805) 623531

Email: admin@gts.devon.sch.uk

You may wish to give yourself breaks between appointments, as your next appointment starts automatically at the scheduled time.

If you have something pressing to discuss that was missed, you can always contact the member of staff by email. All staff email addresses are available on our website or by following this link:

<https://gts.devon.sch.uk/information/contacts.html>.

We hope you will have a very enjoyable and productive evening and look forward to virtually 'seeing' you and your child on Monday 10th May.

Yours faithfully,



Ms J Royse
Deputy Headteacher

