



Re: Year 7 Parents' evening – Thursday 10th June

Dear Parents/Guardians

I hope this letter finds you safe and well.

As I am sure you will be aware, the COVID-19 pandemic has brought a number of unforeseen challenges that yourselves, pupils and teachers have all had to overcome. One of these challenges has been the inability to hold a Parents' Evening on site due to social distancing requirements and led to the postponement of the Year 7 parents' evening earlier in the term.

However, as a school, this is something we have looked to rectify as the academic year draws to a close. The school has introduced a new intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times for a video meeting with all your daughter's teachers and you will receive an email confirming your appointments. We are confident this will be an improvement to the previous system of the Year 7 Pastoral team making phone calls and it will be more accessible for parents/guardians as the video appointments can take place on laptops, tablets or smartphones that contain a camera/webcam.

Therefore, I am pleased to announce that Year 7 Parents' Evening has been re-arranged for **Thursday 10th June from 3.30pm-6.00pm.**

In order to access the online booking system, please go to:

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

The system is very easy to navigate and the following instructions should prove useful when getting yourself set-up:

- Once you have clicked on the link, please enter your details into the first part of the screen. IMPORTANT – As the online system links to the system in school, please make sure the details of the parent/guardian match the number 1 priority contact that is on the school system. If you are unsure about this, please ask your daughter to check this with their form tutor
- Please enter your daughter full first name and surname before entering their date of birth and the clicking 'Log In'
- Follow the instructions on screen that will allow you to book each appointment either automatically or manually
- Await email confirmation of your appointments to ensure this has all gone through correctly

On the Year 7 Parents' Evening page on the school website, there are step by step instructions of how to book appointments and then attend them via video. If you need any further help, please follow this link to a really useful video that guides you through the process:

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

ST JOHN BOSCO ARTS COLLEGE

Telephone: 0151 330 5142

Email: enquiries@stjohnbosco.org.uk www.stjohnboscoartscollege.com

Storrington Avenue, Liverpool L11 9DQ

Headteacher: Mr Darren Gidman, BSc [Hons], NPQH



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Please note the following when booking appointments:

- You will not need to book an appointment with your daughter's form tutor
- Some teachers in Year 7 teach multiple form groups, therefore appointments are filled on a first come, first served basis
- If your daughter has two teachers for the same subject, appointments with only one member of staff can be booked
- Some part-time teachers do not work on a Thursday, so you will not be able to book an appointment with these members of staff
- All video appointments will last only 5 minutes and the system will automatically end the call at this point. There will be a timer on screen to let you know how long the appointment has left

As this is such a new system to the school that we are looking to use to support all pupils in all year groups, your participation in the parents' evening would be greatly appreciated as would your feedback on how you feel the system worked for you.

If you have any questions or queries, please do not hesitate to contact me at dan.boyle@stjohnbosco.org.uk

The staff and I look forward to seeing you at your video appointments on Thursday 10th June.

Kind regards

Mr D Boyle
Assistant Headteacher

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