

Our Ref: DW/JR
11th January 2022

Dear Parent

We are pleased to invite you to attend the Year 10 Progress Evening on **Wednesday, 19th January 2022 from 4:30pm – 7:00pm** with your child.

The progress evening will be held **online** as video calls via school cloud.

Appointment Booking

The online appointment booking system allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

Appointments can be made from Tuesday, 11th January 2022 and will close on Wednesday, 19th January at 1:00pm.

Please visit <https://btrcc.schoolcloud.co.uk/> to book your appointments. Attached is parents' guide with step by step instructions for booking appointments.

Appointments will be 3 minutes in length. Please therefore be prepared if you have any specific questions or concerns. You can also use the notes feature on the booking form so that teachers can see your question in advance. Appointments will be allocated on a first come first served basis, please join the waiting list if the requested teacher has no availability so that we can make alternative arrangements.

On the day of the event a reminder email will be sent with appointment times. Please log onto school cloud to access the video calls. Please note the calls will automatically end after the allocated time. Please see the below link which explains the video call system in more detail.

[Video: Parents - How to attend appointments over video call - SchoolCloud Parents Evening \(parenteveningsystem.co.uk\)](https://parenteveningsystem.co.uk/)

Many thanks in advance for your continued cooperation and support.

Yours sincerely



Mrs D Williams
Headteacher