

11<sup>th</sup> January 2021

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Dear Year 10 Parents and Carers

## YEAR 10 VIRTUAL PARENTS' EVENING – THURSDAY 28<sup>TH</sup> JANUARY 2021

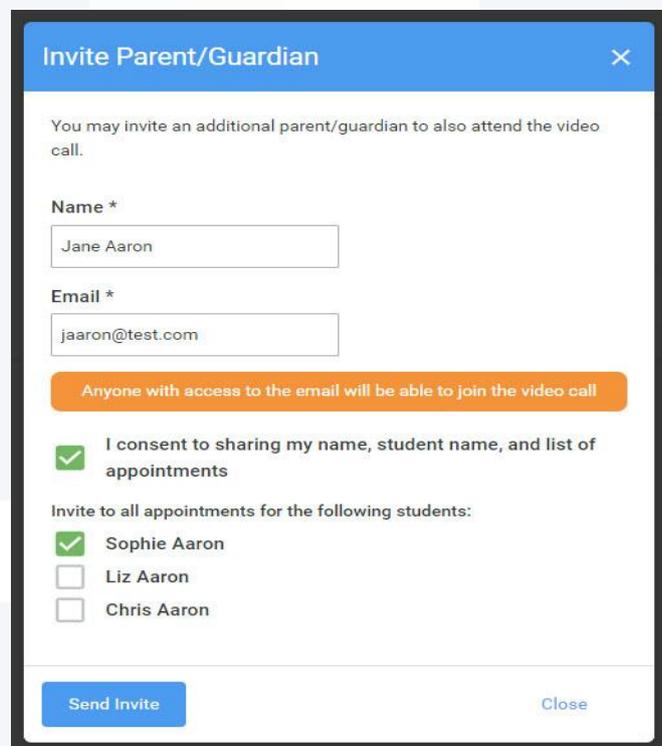
We would like to invite you and your child to attend a virtual Parents' evening on Thursday 28<sup>th</sup> January between **16:00** and **19:00**. The evening will take the format of timed video appointments.

We are using a new video appointment system. This will enable us to continue face to face contact with parents during the current COVID restrictions. The booking system for appointments can be accessed via the following link <https://stjohnsmarlborough.parenteveningsystem.co.uk/> The system will open for appointment bookings at 18:00 today, Monday 11<sup>th</sup> January.

Simple 'step by step' set up instructions and a helpful video about booking appointments can be accessed via the following link: <https://bit.ly/3obUsm5>. Do take the time to read the booking instructions carefully. Please note that the software will not work with Internet Explorer, further details about recommended devices can be found by following the above link.

It is now possible for two parents to join an appointment from separate devices. Please see the advice below from Schoolcloud:-

This much-requested feature is now live for all schools, meaning each video call can involve up to 2 parents/guardians. After the parent makes their bookings, they just need to click the 'Invite Parent/Guardian' button, then enter the email address of the parent/guardian to send an invite that grants access to the call. The additional parent then clicks the link in the email to join the appointments. Full details of how it works are explained in our [parent guide](#) which you can supply direct to your parents - they do not need to be logged in to view it.



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You will be able to book a maximum of 7 appointments to cover the core and elected subjects. Each video appointment will last **5 minutes**. During your appointments, a countdown timer will be shown in a blue bar at the top of your screen. When the countdown stops, the call will automatically end, and the appointment is over. For further details please see the attached instructions.

Should you have any problems with system access or queries, please contact Mrs K Mathieson via email at: [kmathieson@stjohns.excalibur.org.uk](mailto:kmathieson@stjohns.excalibur.org.uk)

We look forward to seeing you on Thursday 28<sup>th</sup> January 2021.

Yours faithfully

A handwritten signature in black ink that reads "K. Jefferies". The signature is written in a cursive style with a long, sweeping underline.

**Mr K Jefferies**  
Head of Year 10