

Be inspired and achieve together

Thursday 21st January 2021

Dear Parent/Carer

Re. Virtual Progress Evening

I would like to invite you to attend the Sixth Form Virtual Progress Evening on Wednesday the 27th January 2021 between 4.05pm and 6.30pm. This is an important evening and we hope that you can attend.

Due to the current situation with regards to COVID-19 and the restrictions in place we are sadly unable to welcome you to the school in person. Therefore, this year the school has introduced a new intuitive and easy to use online system. The system allows you to choose your own appointment times with teachers and hold the meetings virtually. As with previous progress evenings, each appointment will last a maximum of 5 minutes and will enable you to discuss the recent progress review. It is suggested that you may wish to leave a 5 minute gap between appointments, or between every couple of appointments, to allow you and your child to have a chance to discuss the points raised. Please note that once the timer for the appointment reaches 5 minutes, the software will disconnect the meeting. This will allow you and the teacher to move on to the next appointment on time. The teacher does not have control of this and is unable to extend any conversations.

Please only book appointments with teachers whom you have a discussion with.

Appointments can be made from 20th January 2021 at 5pm and will close at 3:15pm on 26th January 2021. Please visit <https://ArnoldHillAcademy.schoolcloud.co.uk/> to book appointments. I have included a short guide on how to book appointments with this letter. Furthermore, a video and step-by-step instructions can be found on our website.

Unfortunately, at this point the software is only able to facilitate one device per child at a time. Whilst we are confident in the near future this will be improved, to prevent any double bookings we are only able to allow access to one parent/carer login per child. This will be the person who is marked as the number 1 priority on the school system. Once this has been completed, you can invite another parent to the meeting - we will share details on how to do this. Please be aware that staff at Arnold Hill **cannot** arrange this for you.

Lastly, a polite reminder that, as with all communication between school and parents, there should be a professional code of conduct adhered to and none of these virtual appointments should be recorded or photos taken. The evening is to discuss student progress in subjects. To ensure you can focus the conversation on your child's progress, we have created some pre-recorded information on exams/UCAS/BTECs. This information will go live the day of the virtual progress evening to ensure that you have the most up to date information.

To ensure you have all of the information to complete a booking for your child we have created step by step instructions which can be found here:

https://drive.google.com/file/d/1I79a0WkNRpnmqDTJSUtUow167SiSz_oQ/view?usp=sharing

Should you need any further assistance please contact the school office or your child's head of year.

Yours faithfully

Ms Nichols
Assistant Headteacher

Arnold Hill Academy is part of the Spencer Academies Trust

Registered office: Arthur Mee Road, Stapleford, Nottingham NG9 7EW

The company's registered number is 7353824