

Oakbank School



November 2020

Dear Parent/Guardian

Year 11 Parents Evening

I would like to invite you to attend our first virtual Parents Evening, using video appointments, on Thursday 10th December 2020. Due to the current Covid-19 restrictions we are unable to offer face-to-face appointments with staff but we are excited to be able to offer virtual appointments via our currently existing platform for parent evening appointments: SchoolCloud.

Bookings can be made as normal. The booking system will be open between 8pm on Tuesday 1st December 2020 and 9am on Tuesday 8th December 2019. It is important that appointments are made as soon as possible. If your child is taught more than one subject by the same teacher, please only book one appointment.

To book appointments, please visit either <https://oakbankschool.parentseveningsystem.co.uk> or go to our school website www.oakbank.education and at the top left hand side of the page you will see a 'Parent' menu with a downwards arrow. If you click on this a Parents Evening booking option will be displayed.

Please see the Parents Guide to Video appointments which shows how to use the system to attend your appointment: <https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

It is important to note that appointments are 5 minutes long and these are timed by the system. The 5 minutes will begin at the exact appointment time. If you join the appointment late you will only have your remaining minutes left. Appointments will automatically cut off after 5 minutes. Unfortunately we cannot extend the appointments.

Your child will be expected to attend the appointment with you; as the dialogue between the teacher and you and your child will ensure a consistent message that everyone is part of and hears at the same time. In addition, the process will encourage your child to be reflective in their learning. We will be explaining to your child how to prepare for parents' evening and he/she should be considering the following:

- What does he/she think he/she is good at in each of his/her subjects?
- For each subject, what areas does he/she find difficult?
- Where does he/she think can improve and how?

We look forward to seeing you on 10th December 2020

Kind regards,

Mr R Bertrand
Headteacher

Mr S Combstock
Head of Year 11