

27/03/2025

Dear Parents and Carers,

### Year 8 Online Parents' Meeting – Wednesday 30 April

The Year 8 Online Parents' Meeting will take place on Wednesday 30 April. Students are expected to join the video calls wherever possible.

We use an online booking system for Parents' Meetings which you can access using the following link: [School Cloud](#). You will be able to book 3 appointments from **7.00pm on Monday 31 March – please note it will not be open before this date and time**. From **9.00am on Thursday 3 April**, you will be able to book a further 3 appointments. The booking system will close at **11.55pm on Thursday 24 April**. You will not be able to make any appointments after this date and time. *Please be aware, only one of the subject teachers may be available for some subjects.*

**On Wednesday 30 April, one hour before your first appointment, you will receive a reminder email with a link to the online system.** Your minimum requirement is **a device with a microphone and speaker**, and we recommend using a **smartphone, tablet, laptop or computer**. You do not need to download an app. Please check your microphone volume level is set medium/high.

As you may not have used the online meeting facility before, three User Guides are linked below and we strongly recommend reading in full *prior* to the Parents' Meetings. For example, appointments run to time, so if you are late joining the call it will still automatically cut off at the appointment end.

[Parents' Guide for Booking Online appointments](#)

[Parents' Guide for Inviting Another Person to Join their Appointments](#)

[Attending Online Appointments](#)

If you do experience any difficulties booking appointments, please contact Tonia Wyncoll (01494 551463) or [tlw@rgshw.com](mailto:tlw@rgshw.com).

Yours sincerely

Tim Fossey  
Assistant Head