



Dear Parent/Carer,

Year 7-10 & 12-13? Progress Evening - Online Video Appointment Booking

I would like to invite you to attend our Meet the Tutor Evening on **Thursday 18th November**. This is an important evening and provides you with an opportunity to meet your child's tutor via a video appointment and discuss the pastoral progress your child has made so far. The video appointment slots are **6** minutes long and can be booked for any time between 4pm and 7.30pm. Some times will be blocked out by the Tutor to provide a break between appointments.

Please note that we encourage your child to join you at the evening. It is good for students to be able to hear what their tutor has to say and to join the discussion.

This year, we are holding the evening online through *SchoolCloud*. The intuitive and easy to use online appointment booking system allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. Details of how to book appointments are explained below.

The booking system will only recognise the first parental /carer contact we hold for each student. The booking system opens at 7pm, on Friday 12th November and will close at midday on Thursday 18th November. Should you wish to make any changes after this date, or for any other queries, please email datateam@gordanoschool.org.uk

Please visit: <https://gordano.schoolcloud.co.uk/> to book your appointments. You can find a guide, including a helpful video, of how to join the video appointment here:

<https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

In terms of details for the evening, the meetings will be focussed on the pastoral progress of your child.

Please also be aware that the following Tutor Groups will be unable to have their appointments as the Tutors are unable to be present at the evening – SF13, 9L2, 9B2. The relevant Year and House Teams will be in touch in due course with an alternative arrangement at another time.

In the meantime, we look forward to seeing you and your child on **Thursday 18th November**.

Danny McGilloway
Deputy Headteacher
Pastoral Care