



08 January 2021

Dear Parent/Carer

I am sure that you are all aware of the announcement made by the Secretary of State for Education on the 6th of January. One of the Key points will be a change to the process of awarding GCSE examinations for the current Year 11 students.

The secretary has clearly identified that no student will be disadvantaged in the awarding of grades this year. Understandably, some pupils will feel anxious regarding the current announcement. We will be providing clarity on the changes with students and yourselves as this is made available to schools.

The first step in this will be through our parents evening next week. Prior to the start of the evening I will run a parent briefing on the current information and how we are supporting and preparing students. This event will run at 4pm prior to parents evening which will be running 4.25pm – 6.30pm. The link to the meeting will be text through to parents next week.

What I do know however is that the current priorities remain as they always have

- Students turn up for lessons (albeit remote) on time.
- Students participate fully in lessons.
- Students complete work and assessments set to the best of their abilities.

These will be the critical factors in determining successful outcomes whatever the awarding method. This is certainly the way that students have approached the first two days of lockdown. We will be able to discuss your child's current progress at our **parents evening on Tuesday the 12th of January between 4:25pm and 6:30pm.**

Year 11 Parents Evening - Online Appointment Booking

The Academy has introduced a new intuitive and easy to use online appointment booking system. You will also be able to book a slot with your child's teachers, Head of Year and mentor if you wish. This system allows you to choose your own appointment times for a video conference meeting. You will receive an email confirming your appointments.

Appointments can be made from Thursday the 7th of January and will close on Monday 11th of January at 12pm. Should you encounter difficulties making an appointment or wish to make any changes after this date please contact the school office.

Please visit <https://thevalleyleadership.schoolcloud.co.uk/> to book your appointments. A short guide on how to add appointments is included with this letter. Login with the following information:





The Valley
Leadership Academy

- Student's First Name:
- Student's Surname:
- Date of Birth

Please note it is important that you use your child's full name e.g. Andrew not Andy.

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Yours sincerely

Mr A.O'Brien
Executive Principal



Browse to <https://thevalleyleadership.schoolcloud.co.uk/>

Your Details

Title: Mrs, First Name: Rachael, Surname: Abbot, Email: rabbot4@gmail.com, Confirm Email: rabbot4@gmail.com

Student's Details

First Name: Ben, Surname: Abbot, Date Of Birth: 20 July 2000

[Log In](#)

Step 1: Login

Fill out the details on the page then click the *Log In* button.

A confirmation of your appointments will be sent to the email address you provide.

Parents' Evening

This parents' evening is an opportunity to meet your child's teacher. Please enter the school via the main entrance and sign in at reception.

Click a date to continue:

- Thursday, 16th March [Open for bookings](#)
- Friday, 17th March [Open for bookings](#)

[I'm unable to attend](#)

Step 2: Select Parents' Evening

Click on the date you wish to book.

Unable to make all of the dates listed? Click *I'm unable to attend*.

Choose Booking Mode

Select how you'd like to book your appointments using the option below, and then hit Next.

Automatic
Automatically book the best possible times based on your availability

Manual
Choose the time you would like to see each teacher

[Next](#)

Step 3: Select Booking Mode

Choose *Automatic* if you'd like the system to suggest the shortest possible appointment schedule based on the times you're available to attend. To pick the times to book with each teacher, choose *Manual*. Then press *Next*.

We recommend choosing the automatic booking mode when browsing on a mobile device.

Choose Teachers

If there is a teacher you do not wish to see, please unlick them before you continue.

Ben Abbot

- Mr J Brown (SENCO)
- Mrs A Wheeler (Class 11A)

[Continue to Book Appointments](#)

Step 4: Choose Teachers

If you chose the automatic booking mode, drag the sliders at the top of the screen to indicate the earliest and latest you can attend.

Select the teachers you'd like to book appointments with. A green tick indicates they're selected. To de-select, click on their name.

Confirm Appointment Times

The following appointments have been reserved for two minutes. If you're happy with them, please choose the Accept button at the bottom.

| Teacher | Student | Subject | Room |
|---------------------|---------|-------------|------|
| 17:10 Mr J Sinclair | Ben | English | E6 |
| 17:25 Mrs D Mumford | Ben | Mathematics | M2 |
| 17:45 Dr R Minamara | Andrew | French | L4 |

[Accept Appointments](#) [Cancel Appointments](#)

Step 5a (Automatic): Book Appointments

If you chose the automatic booking mode, you'll see provisional appointments which are held for 2 minutes. To keep them, choose *Accept* at the bottom left.

If it wasn't possible to book every selected teacher during the times you are able to attend, you can either adjust the teachers you wish to meet with and try again, or switch to manual booking mode (Step 5b).

| Time | Mr J Brown (SENCO (A2)) | Miss B Patel (Class 10E (H3)) | Mrs A Wheeler (Class 11A (L1)) |
|-------|-------------------------|-------------------------------|--------------------------------|
| 16:30 | Ben | Andrew | Ben |
| 16:40 | | | |
| 16:50 | + | | + |
| 17:00 | | | + |

Step 5b (Manual): Book Appointments

Click any of the green cells to make an appointment. Blue cells signify where you already have an appointment. Grey cells are unavailable.

To change an appointment, delete the original by hovering over the blue box and clicking *Delete*. Then choose an alternate time.

You can optionally leave a message for the teacher to say what you'd like to discuss, or raise anything beforehand.

Once you're finished booking all appointments, at the top of the page in the alert box, press *click here* to finish the booking process.

Step 6: Finished

All your bookings now appear on the My Bookings page. An email confirmation has been sent and you can also print appointments by pressing *Print*. Click *Subscribe to Calendar* to add these and any future bookings to your calendar.

To change your appointments, click on *Amend Bookings*.

| Teacher | Student | Subject | Room |
|---------------------|---------|-------------|------|
| 17:00 Mr J Brown | Ben | English | E6 |
| 17:10 Mr J Brown | Ben | English | E6 |
| 17:25 Mrs D Mumford | Ben | Mathematics | M2 |
| 17:45 Dr R Minamara | Andrew | French | L4 |
| 17:45 Mrs A Wheeler | Ben | English | E6 |

Step 6: Finished

All your bookings now appear on the My Bookings page. An email confirmation has been sent and you can also print appointments by pressing *Print*. Click *Subscribe to Calendar* to add these and any future bookings to your calendar.

To change your appointments, click on *Amend Bookings*.