



27<sup>th</sup> February 2023

Dear Parents/Guardians of Year 12 Students

STATION ROAD KNOWLE SOLIHULL B93 0PT  
01564 773 348  
WWW.ARDEN.SOLIHULL.SCH.UK

### **Parents Consultations – Thursday 9<sup>th</sup> March, 2.30-6.30pm**

Once again, we will be hosting our Year 12 Parents' Consultations online using SchoolCloud, an online video conferencing package.

Although each parents evening is slightly different and can take a different focus, we anticipate that the main aspects to be discussed will be:

- What is working well for your child
- What areas of knowledge and/or skills need to be improved
- Advice outlining how to make those improvements
- Any concerns with behaviour or engagement in class or learning in general

If possible, please can your child attend the appointment with you. Although at the moment they are not able to dial in using a separate device.

### **How to access School Cloud**

You will need to log into school Cloud to book appointments and attend your appointments  
PLEASE USE THIS LINK: <https://ardenacademy.schoolcloud.co.uk/>

You will not need specific logins or a phone app to use the system. It is all hosted through the internet, using your name and your child's name and date of birth to access the web site. **It is important that you enter your child's name exactly as it appears in Edulink.**

### **When do appointments open for booking?**

Appointments **open on Thursday 2<sup>nd</sup> March at 4pm.**

Although you will not be able to book appointments before Thursday, you can log into the system to check that you are able to access the web site.

The booking system will **close at 5pm on Wednesday 8<sup>th</sup> March.**

### **What equipment is needed for the appointment?**

You will need a device that has a microphone and a camera. This could be a mobile phone, laptop or a desktop computer. If you use a desktop you will need to make sure it has a camera and microphone.

It is suggested you use the following web browsers:

- **iPhone/iPad:** Safari
- **Android:** Chrome or Firefox
- **Windows:** Chrome, Firefox, or Edge (latest version only)
- **Mac:** Safari, Chrome, or Firefox



If you having difficulties accessing the system and none of the support material helps resolve the problem, please contact school using [office@arden.solihull.sch.uk](mailto:office@arden.solihull.sch.uk)

### **How is School Cloud different from in-Person Appointments?**

There are a few key aspects that I would like to share with you that will help you prepare:

- The sessions will be booked within a **fixed time** frame. Towards the end of the meeting a **timer** will appear on screen and count down the final few seconds. *The teacher has no control over the timer.*
- The teacher's next session will be booked to follow immediately afterwards, so it is not possible for them to delay starting the next meeting.
- The meetings may feel more focused and direct than face-to-face contact.
- Your **child will be able to attend** meetings. It may be helpful to position yourselves so you can all be seen on the web camera
- Teachers and the pastoral team are also able to book to see you. You may receive an email with these appointment details before the booking platform is open.
- You will not be able to meet with a teacher unless you have an appointment with them. They will be in a meeting with other parents. This is obviously a little different to what has happened with face to face parent consultations.

I appreciate that this is quite a lot of information about a system you will not have used for a while. It is probably advisable to save this message, to refer back to later.

Please be assured that one of the reasons we picked this platform was its relative ease of use. As always if you need help setting up the system or have difficulties accessing the platform we will be happy to help.

Kind regards

**Miss L Page, Deputy Headteacher**