



# Queen Mary's Grammar School

Headmaster: R J Langton, M A

## Parents' Evening for Pupils of Year 11 - Online Appointment Booking

September 2021

Dear Parents,

We are holding a Parents' Evening for parents of our Year 11 pupils on Thursday 7 October between 4.15 and 7.00pm. We will again be conducting this parents' evening via an online video call. Only the first priority parent named on our system will be able to use this system. If it does not work for you, please try the child's other parent's details. We hope that as many of you as possible will be able to attend remotely, along with your child.

The main purpose of this meeting is for you to have the opportunity to discuss your child's progress with those who teach them. That means that there may be a lot of different teachers whom you want to meet online. In order to allow this, we have divided the time available into 5 minute interview slots. As these appointments will be conducted online, they cannot over-run and will stop at exactly 5-minutes so that the teacher can join the next appointment. It is therefore advisable for you to have some questions prepared in advance, if there is anything that you wish to discuss, specifically. Please be aware that some members of staff teach a large number of students in the year group and so making appointments with them may prove difficult. Some parents may notice that a few priority appointments have been made by the school in advance of the booking window. Please make any additional appointments as required.

Appointments can be made from Monday 27 September 2021 (8.00 pm) until Monday 4 October (8.00 am). Should you wish to make any changes after this date please contact the school. Please visit <https://queenmarysgrammar.schoolcloud.co.uk/> to book your appointments. You will only need your child's first name, their surname and date of birth in order to access the online system. The system works by connecting the parental email that we hold on our records with the pupil. It may be necessary the try more than one email address. If you do not have access to the internet, please contact the school who will be happy to add appointments on your behalf. Please see the instruction sheets that accompany this letter to parents for more information on how to book and participate in video calls with your child's teachers and all resources are available on the school website.

Mrs Russell, Careers Advisor, will also be available for bookings should you and your child wish to discuss or receive advice on future plans. Additionally Mrs Swain will also be available for appointments with those students on our SEND register.


We value your feedback. Please complete the questionnaire via the MS Form at:  
<https://forms.office.com/r/gW7Dv5NmJ1>

We always value the opportunity to engage in detailed dialogue with you about your child's progress and look forward to welcoming you online on Thursday 7 October 2021.

Yours sincerely,

Richard Langton  
Headmaster



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