



RAINFORD
SIXTH FORM

21 January 2021

PART OF RAINFORD ACADEMIES TRUST

Dear Parent/Carer,

Year 12 Consultation Evening – Thursday 4th February 2021 – 5pm-7:30pm

I would like to invite you to attend our Virtual Parents' Evening on Thursday 4th February. This is an important evening and provides you with an opportunity to discuss your child's academic progress with their subject teachers.

The school has introduced a new intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

The booking system will open on Wednesday 27th January at 6pm and will close on Tuesday 2nd February at 12pm. Should you wish to make any changes after this date please contact the school office.

Please visit <https://rainford.schoolcloud.co.uk/> to book your appointments. A short guide on how to add appointments and join each video call is included with this letter, along with some frequently asked questions which I hope you find useful.

If you do not have access to the internet, or you make appointments and find there are unexpected technical issues on the night, please contact Miss Fawley (c.fawley@rainford.org.uk) and she will collate feedback on your child's progress.

Yours sincerely,

Mrs Laura Cross
Director of Stakeholder Academic Engagement
L.cross@rainford.org.uk

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Higher Lane, Rainford
St Helens
WA11 8NY
(01744) 885914



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Frequently Asked Questions

What should I do if I have trouble logging in?

If you have trouble logging in, please contact parentsevening@rainford.org.uk and provide the following information so that we can support you:

Your full name, including title

Your child's full name

Your child's date of birth

What should I do if I don't have a device/connection to the internet?

Please email c.fawley@rainford.org.uk and she will collate progress information or arrange a mutually convenient time for you to speak with your child's teachers.

What should I do if I don't want to be on camera?

There is an option to turn off your camera when you join the call. Alternatively, if you wish, you can have your camera and microphone switched on to enable discussion with your child's teachers.

My appointment is 5 minutes, but what if we haven't finished our discussion by the end of the time slot?

To ensure all appointments run effectively and on time, they will be scheduled to last for 4 minutes, allowing the teacher time to join the next appointment. There will be a countdown timer that both yourselves and the teacher can see which should prompt you to finish your discussion with the teacher. At the end of the allocated slot, the software will automatically end the call so the next appointment can start on time. If the call ended and you still require to speak to the teacher, please email parentsevening@rainford.org.uk

Can I test my camera/microphone set up before a Parents' Evening on the platform?

Yes, you simply log in as normal, go to the video consultation evening that has been made available to you, and press the green *Join Video Appointments* button to test your camera/microphone at any time.

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If my child has more than one teacher for a subject, am I required to make an appointment with each teacher?

The following classes are required to make separate appointments with both teachers where possible:

Media BTEC - 12C/Bm1

Media BTEC – 12D/Bm1

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