



22<sup>nd</sup> January 2024

Dear Parent/Carer

**YEARS 12 & 13 ONLINE PARENT – TEACHER CONSULTATION EVENING**  
**Wednesday 31 January – 4.00pm – 8.00pm**

On Wednesday 31<sup>st</sup> January, your child's subject teachers will look forward to speaking with you about your child's academic progress and the next steps to be taken to ensure continued success. These will be video meetings and will take place online using Schoolcloud. You will have received an electronic copy of your child's Autumn Report by email and this will form the basis of your discussion.

The school is using an 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.

Students must be present at appointments with parents/carers as this provides the opportunity to become further involved in the process of self-evaluation and review. It enables staff to highlight student achievement as well as any areas of concern, which may need addressing. Please note that teachers will not meet with any students without a parent or carer present.

Appointments can be made **from today, Monday 22<sup>nd</sup> January until 10pm on Tuesday 30<sup>th</sup> January**. Appointments are limited to 6 minutes in length. If you have a need to discuss something beyond the 6 minutes you will need to make a telephone appointment with the teacher at another time.

We expect you to make appointments to meet with all your child's subject teachers, where possible. Some teachers teach a lot of students in Years 12 & 13 and so will be particularly busy and may become fully booked in which case you will be able to join the teacher's waiting list. If an appointment does not become available, we will arrange a telephone consultation over the coming week after parents evening.

Mr Wright, Head of Sixth Form, will be in appointments during the evening for his own classes. However, if you would like a follow up appointment or conversation with Mr Wright, or you encounter any difficulties with booking appointments, please email Ms Patel at [mpatel@rooksheath.harrow.sch.uk](mailto:mpatel@rooksheath.harrow.sch.uk)





Please visit <https://rooksheath.schoolcloud.co.uk/> book your appointments. Login with the following information:

- Student's First Name (preferred forename):
- Student's Surname:
- Date of Birth:

A short guide on how to add appointments can be found by [clicking here](#). Further guidance about video appointments will be sent separately next week.

Please try your best to attend the online consultation evening; the ongoing communication between school and home is an important part of ensuring your child's future success.

We look forward to meeting you then and thank you for your continued support.

Yours sincerely,

Mr A Wright  
**Head of Sixth Form**

