



Shrewsbury Road, Church Stretton Telephone 01694 722209
Shropshire, SY6 6EX E admin@csschool.co.uk
www.churchstretton.shropshire.sch.uk

TRUST·ED
Schools' Partnership

Headteacher: Mr J Parr BA Hons

Wednesday 24th February

Dear Parent/Carer

Year 7 Progress Day Thursday 4th March 09:00 – 17:00

We would like to invite you to 'attend' our Year 7 Progress Day. Given the Covid restrictions it is not possible to hold this event in school, but we do have an online video call system that we will use to allow you to meet the teachers and discuss your child's progress. We have not used it before, but here goes!

The online booking system gives you the opportunity to choose your own appointment times with teachers and you will receive an email confirming these with a link to access the video appointments. This of course raises questions about how the system works and what device you need to access the appointments. There is a short video showing you how this process works and what device you need [here](#). There is also a written guide to making appointments at the end of this letter.

We hope you feel able to attend this event and meet teaching staff to discuss your son/daughter's progress and target areas for improvement. It would also be beneficial if your son/daughter attended alongside you, so they are involved in the discussions.

Appointments can be made from Wednesday 24th February and will close on Wednesday 3rd March at 12pm.

Please visit <https://churchstretton.parentseveningsystem.co.uk> to book your appointments.

Login with the following information:

Student's Preferred Name

Student's Surname

Date of Birth

The video call system is new to us, we have trialled it and it worked well during the trial, but as is ever the case with technology it sometimes goes wrong and can lead to frustration. Should your appointment 'fail' we will endeavour to book another



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appointment or arrange for the teacher to contact you separately. Please contact the school at the email address shown above if this affects you.

Yours sincerely,

Dr A Wood

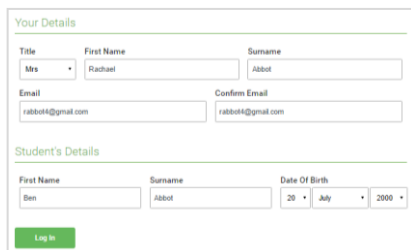
Deputy Headteacher

Mr D Bird

Assistant Headteacher

Parents' Guide for Booking Appointments

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

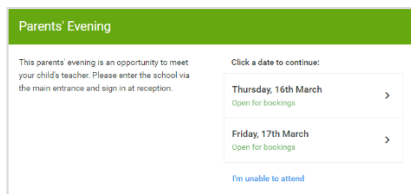


The login form is titled 'Your Details' and 'Student's Details'. It contains fields for Title (Mrs), First Name (Rachael), Surname (Abbot), Email (rabbot4@gmail.com), and Confirm Email (rabbot4@gmail.com). Below these are fields for Student's First Name (Ben), Surname (Abbot), and Date Of Birth (20 July 2000). A 'Log In' button is at the bottom.

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.

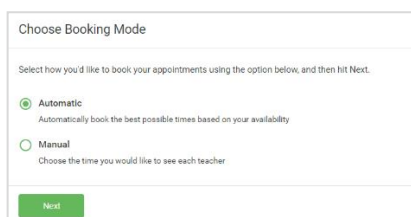


The 'Parents' Evening' page has a green header. It contains a paragraph about the event, a 'Click a date to continue:' section with two options: 'Thursday, 16th March' and 'Friday, 17th March', both with 'Open for bookings' and a right arrow. A link 'I'm unable to attend' is at the bottom.

Step 2: Select Parents' Evening

Click on the date you wish to book.

Unable to make all the dates listed? Click *I am unable to attend*.



The 'Choose Booking Mode' page has a header and a paragraph: 'Select how you'd like to book your appointments using the option below, and then hit Next.' There are two radio buttons: 'Automatic' (selected) with the description 'Automatically book the best possible times based on your availability', and 'Manual' with the description 'Choose the time you would like to see each teacher'. A 'Next' button is at the bottom.

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.

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 Munford	Ben	Mathematics	M2
17:45	Dr R Monamara	Andrew	French	L4

Accept Appointments
Cancel Appointments

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 would like to book appointments with. A green tick indicates they are selected. To de-select, click on their name.

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

If it was not 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).

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

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 would like to discuss or raise anything beforehand.

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

Home
 Calendar
 List
 Add
 Mail
 More

View 1 Budget Overview

View Budget Overview - 10/26/2016

Thursday, 10/26/2016

The current viewing is for **acids** for **10/26/2016**. Please enter the school on the main screen and follow the steps to the Budget tool where this viewing is located. You can print or save the report or add a print.

	Teacher	Student	Budget	Amount
10:00	Mr. Johnson	Ben	1000000	10
10:10	Mr. Johnson	Ben	1000000	10
10:20	Mr. Johnson	Ben	1000000	10
10:30	Mr. Johnson	Ben	1000000	10
10:40	Mr. Johnson	Ben	1000000	10
10:50	Mr. Johnson	Ben	1000000	10
11:00	Mr. Johnson	Ben	1000000	10

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*.

[Watch the video here about video calls](#)

- a device with a microphone and speaker/headphones

- a compatible up-to-date web browser:

iPhone/iPad: Safari Note: there is a known issue joining video calls using iOS 14.2.

Please upgrade any iOS 14.2 devices to iOS 14.3, or use an alternate device.

Android: Chrome or Firefox

Windows: Chrome, Firefox or Microsoft Edge (Chromium - [download here](#))

Mac: Safari, Chrome or Firefox

Linux: Chrome or Firefox

- Using your smartphone for video appointments. If you don't have a smartphone with a front-facing camera, use a laptop or computer with a webcam.

- Using a headset (or earphones with a microphone) to reduce echo.