



08 February 2021

Dear Parent/Carer

Year 8 Progress Evening by Video Call - Appointment Booking

I would like to warmly invite you to attend our Year 8 Progress Evening on **Thursday 25 February**. We feel it is important that during this very challenging time we are able to offer you as much support as possible and so we have extended the period of this Progress Evening from **3.00pm to 6.00pm**, starting earlier than the originally published 3.45pm start. We hope that this will give you greater opportunity to discuss your son/daughter's progress with their subject teachers.

Due to the national lockdown, the evening will be run remotely with meetings via video calls using the 'Parents Evening System'. We have used this system for our Progress Evenings so far this year and feedback from parents and staff has been very positive. This is mainly because there is no queuing or waiting around as timings are adhered to religiously due to the automated nature of the system. Furthermore, there are also no background noises or distractions such as there can be in big venues in school. However, it is worth remembering that each appointment lasts exactly 7 minutes (there is a timer in the corner of the screen). This means conversations need to be really focused in order to make the most of the appointment. As a result, you may wish to prepare questions in advance so you can maximise the time. If, following the evening, you still find yourselves with unanswered questions or that simply time had run out before you had finished, please contact the member of staff directly and a further conversation can be arranged. Staff email addresses are formed as follows; staff initial staff surname (no gap)[@southdartmoor.devon.sch.uk](mailto:southdartmoor.devon.sch.uk). So, for example, my email address is jbradford@southdartmoor.devon.sch.uk.

To book appointments for all Year 8 students at South Dartmoor, please visit <https://southdartmoorcommunitycollege.schoolcloud.co.uk/>. (A short guide on how to add appointments is included with this letter.) Login with the following information:

Student's First Name / Surname / Date of Birth

This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. In addition, members of the SEND Leadership Team, Sally Banfield, Rachel Mitchelmore or Ben Fuller are also available for appointments.

Appointments can be made from 9.00 am Tuesday 9 February and will close on Tuesday 23 February at midnight. Should you have any problems making appointments please contact Mrs J Wills: jwills@southdartmoor.devon.sch.uk (Please note, this support is available during term time and not over the half term holiday).

Please also find a guide for how to attend appointments over video calls below:
<https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>.

With the additional screen time that progress evenings create and the well-being of staff and students in mind, teachers will be setting independent learning for periods 4 and 5 on Thursday 25 February. The independent learning set for lessons 4 and 5 does not need to be completed by students during the specified lesson time, and we recommend that your son/daughter take a break from their learning prior to the start of the evening. Also, on Friday 26 February, lesson 1 will start at 8.45 am until 9.30 am with independent work set, followed by tutor time at 9.45 am to 10.00 am. Lesson 2 will start at the usual time of 10.00 am with the rest of the day as normal.

I hope this evening will offer you valuable information and support.

Yours faithfully



John Bradford
Associate Assistant Head teacher

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