

10/11/2025

Dear Parents and Carers

Year 7 Online Parents' Meeting – Monday 1 December from 1600-1900

The Year 7 Online Parents' Meeting will take place on Monday 1 December 2025. Students are expected to join the video calls wherever possible.

We use an online booking system for Parents' Meetings which you can access using the following link: [School Cloud](#). The booking system is now live and you are currently able to book an initial 3 appointments.

From **9.00am on Thursday 13 November**, you will be able to book a further 3 appointments. Please ensure that these additional appointments are made by the same parent. **Please add appointments by clicking 'amend bookings' and then they will be made under the same booking log-in.**

The booking system will close at **11.55pm on Thursday 27 November**. You will not be able to make any appointments after this date and time. *Please be aware, you may not be able to book appointments with all subject teachers. If you are unable to book with a particular teacher and have specific concerns, please email the teacher directly.*

On Monday 1 December, one hour before your first appointment, you will receive a reminder email with a link to the online system. Your minimum requirement is a device with a microphone and speaker, and we recommend using a smartphone, tablet, laptop or computer. You do not need to download an app. Please check your microphone volume level is set medium/high.

As you may not have used the online meeting facility before, three User Guides are linked below and we strongly recommend reading in full *prior* to the Parents' Meetings. For example, appointments run to time, so if you are late joining the call it will still automatically cut off at the appointment end.

[Parents' Guide for Booking Online appointments](#)

[Parents' Guide for Inviting Another Person to Join their Appointments](#)

[Attending Online Appointments](#)

If you do experience any difficulties booking appointments, please contact Mrs Tonia Wyncoll (01494 551463) or tlw@rgshw.com.

Yours sincerely

Tim Fossey
Assistant Head