

October 2021

Our Ref: 2021/219



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Dear Parent/Carer,

### **Year 10 Virtual Parents' Evening Thursday 2<sup>nd</sup> December 2021 - Online Appointment Booking**

The College would like to invite you to attend a virtual Year 10 parents' evening that will allow you and your child the opportunity to discuss their progress with their Learning Tutors. The evening will take place on **Thursday 2<sup>nd</sup> December 2021** between **3.30pm** and **6.00pm**.

The parents evening will not be held at the College. Instead you will be able to 'meet' each Learning Tutor with your child via video call using the online SchoolCloud platform. This allows you to choose your own appointments with Learning Tutors, and you will receive an email confirming your appointments.

Appointments can be made from Thursday 18<sup>th</sup> November at 4:00pm and will close on Thursday 2<sup>nd</sup> December at 12.00pm. Should you need to make any changes after this date please contact Mrs Rawson ([JRAWSON@landau-forte.org.uk](mailto:JRAWSON@landau-forte.org.uk)) who can also assist you in making alternative arrangements if you do not have internet access.

The College website has a parents evening page (<https://landau-forte.org.uk/parents/parents-evenings/>) where you will find help guides on booking/attending appointments as well as how multiple parent/carers can join the same appointment from different locations.

### **Booking**

Go to: <https://landaufortecollege.schoolcloud.co.uk>

Please use the following information to log in:

- Student's First Name: Forename
- Student's Surname: Surname
- Child's date of birth



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Registered Office:  
Landau Forte College  
Fox Street  
Derby  
DE1 2LF

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## **Attending**

To attend your appointments you will need an internet enabled device (e.g. smartphone, laptop, desktop or tablet) with a microphone, speaker and compatible web browser (only Safari, Chrome, Firefox or Edge are supported). Where possible please locate yourself in a quiet space, free from background noise.

Log in to the appointment booking system again where you will be invited to join the evening.

Each appointment has a fixed length of 6 minutes (5 minutes for the appointment and a 1 minute changeover to the next teacher) which cannot be extended. The start and end times for each appointment are also fixed, meaning any delay in joining will reduce the time available with the Learning Tutor.

All of this information will be communicated to the students and I would ask for your support in attending the evening. This is a crucial point in your child's education and we look forward to the opportunity to discuss the specific support needed to help them attain their potential.

If you require any further information, please do not hesitate to contact me at the College.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Smith', with a stylized flourish at the end.

Mr R Smith

Head of Year 10