



Ryecroft C.E. Middle School

Headteacher: Miss R Baramuszcak
Telephone: 01889 590394
E-mail: office@ryecroft.staffs.sch.uk
Website: www.ryecroft.staffs.sch.uk

Ryecroft C.E. Middle School
Ashbourne Road
Rocester
Staffordshire
ST14 5PB

13th January 2021

Dear Parents / Carers

Year 8 Parents' Consultation Evening - Online Appointment Booking

I would like to invite you to attend our Virtual Parents' Evening on **Tuesday 19th January 2021** taking place between 4:00pm and 7:00pm. This will be an opportunity to discuss your child's progress so far along with areas for improvement and how we intend to address these.

Unfortunately, due to the current situation, it is not possible to have this evening face to face, therefore the evening will take place virtually using an electronic device (mobile phone/laptop/computer). **You should not come into school to attend the event.**

Please use the following link to book your appointments: <https://ryecroft.schoolcloud.co.uk/>. I have also attached a copy of a 'Parents' Guide to Booking Appointments' sheet to hopefully assist you with the initial set up.

Please login with the following information:

Parent's First Name: «Forename»

Parent's Surname: «Surname»

Child's Date of Birth: «DOB»

Please be aware that this is our, as well as your, first time using this system. We aim for these evenings to run without issue however, when working with IT, unforeseen issues can arise. Please be patient and communicate any concerns back to us in the normal way.

You can log in to make appointments with your son/daughter's teachers from today, Wednesday 13th January 2021. The last opportunity you have to make an appointment will be midday on Monday 18th January 2021. If you miss this deadline, please contact the school office.

Appointments will be a maximum of 5 minutes long. There will be a countdown timer on the screen and the appointment will **end automatically at this time**. It is important that discussions have reached their conclusion at this point as there will be no opportunity to extend the appointment.

Staff will have a limited number of appointments available and these will be allocated on a first come, first served basis. Appointment times will get booked up quickly. When this happens, you will be given the opportunity to join a waiting list and will be notified if an appointment becomes available. I suggest that you make your appointments as soon as possible to avoid disappointment.

Below is a list of all the teachers available on the evening. You will only be required to make one appointment for those members of staff who teach a number of different subjects:

| | |
|-------------|------------------------------------|
| Miss Alston | Art and Design & Technology |
| Mr Bardon | English and Religious Education |
| Mrs Blues | History |
| Ms Bower | French |
| Mrs Doyle | Geography |
| Mr Hall | Science |
| Mr Hughes | Maths (for both 8M1/Mm and 8M2/Mm) |

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ST14 8DU

T: 01889 561820



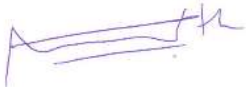
Mr Johnson
Miss Sargeant
Miss Starkey

Computing, Music and PSHCE
English
History, Physical Education and PSHCE

Information on how to book appointments and how to log in on the evening are included in this letter. In addition, we have included a list of protocols that you should read and adhere to at all times. Should you have any questions or require support prior to the evening, please do not hesitate to contact the school office.

If you do not have access to the internet, please contact the school office to discuss alternative options.

Yours sincerely



Mr M R Hall
Assistant Headteacher