



# THE BUCKINGHAM SCHOOL

## A SPECIALIST SPORTS COLLEGE

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Headteacher: Mr A McGinnes

05 January 2021

Dear Parent / Carer

### **Year 10 Virtual Parents Evening – Online Appointment Booking**

I would like to invite you and your child to attend our Year 10 Parents Evening on Thursday 14<sup>th</sup> January 2021. The purpose of this evening is for you to discuss your child's progress with their subject teachers. It is expected that both the child and parent/carer are present during the virtual conference.

In order to comply with the Government guidelines around Covid-19, we have made alternative arrangements this academic year to replace our face to face Parent Evenings.

We have linked up with SchoolCloud - <https://buckinghamschool.schoolcloud.co.uk/> to use their Parents Evening system which allows parents/carers to video conference with their children's teachers from a smartphone, computer or tablet. No additional software is required; just internet access.

You will shortly receive an email, looking something like the one below, from SchoolCloud, inviting you to make an appointment with your child's subject teachers.


**Reminder to Book Appointments**

Please remember to book appointments for Jonathan online.

Please remember to book your appointment for Parents Evening today by 5pm.

[Click here to login and book appointments](#)

This email was sent by [Parents Evening System](#).

Powered by  Parents Evening System  
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Click on the link in the email message. You will be asked to enter your child's date of birth to log in.

Should you not receive an email, you can log in by clicking on this link:

<https://buckinghamschool.schoolcloud.co.uk/> and then enter your full name and child's details.

*The Buckingham School is concerned that every student should have the opportunity to attend school activities/obtain equipment, regardless of their financial circumstances. As such, it may be possible to subsidise those students who would otherwise be unable to attend trips/purchase items. Please feel free to write in confidence to Mrs K Bones at [kbones@buckinghamschool.org](mailto:kbones@buckinghamschool.org), if you wish to seek assistance, or obtain more information about Pupil Premium funding.*



A Parent Guide has been included with this letter to support you in making your appointments.

In order to attend your appointments, an email will be sent a few minutes before your first scheduled appointment. Simply click on the link contained within to login and begin the call. When the call begins, please ensure your camera and microphone are both on.

This page has some further advice on the process:

<https://support.parenteveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

Appointments will be available for booking from 6pm on Friday 8<sup>th</sup> January 2021. You will be sent a confirmation of booking email as well as a reminder email the day before.

Each appointment on the platform will be 5 minutes long. There is a timer on the parent and teacher screens to inform both parties of the time remaining for the appointment. Once the time expires the screen will go blank and your meeting will come to an end. If you have further appointments, you will then be placed in a virtual waiting room with a countdown until your next appointment and your screen will become live at the appointment time.

As appointments are only 5 minutes long, we will follow a clear protocol in all conversations. If any issues need to be discussed that will require longer, please make arrangements with the subject teacher to continue your discussion after the evening via a telephone call.

To welcome you to this exciting event, our Headteacher, Mr Andrew McGinnes has pre-recorded a welcome, which will be available to view on Thursday 14<sup>th</sup> January 2021. To access this, please click on this web link: <https://www.buckinghamschool.org/news/?pid=3&nid=1&storyid=2419>

We hope you find this new system helpful and an appropriate measure for the current situation. Should you have any difficulties making your appointments, please contact Mrs Brearley at [cbrearley@buckinghamschool.org](mailto:cbrearley@buckinghamschool.org), or call 01280 818680.

Yours faithfully

Miss C Checkley  
Head of Year 10  
[ccheckley@buckinghamschool.org](mailto:ccheckley@buckinghamschool.org)

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