



Dear Parents and Carers,

**Year 7 Parent Video Meetings on Thursday 18th March 2021**

I am pleased to invite you to the **Year Parents' Video Meetings on Thursday 17th June 2021**. This is an opportunity for you to talk with your child's subject teachers to review this academic year to date and to talk about the work required for the year ahead.

**Parents' Booking System**

We are using a new online system for parents to book appointments to meet with teachers by video meeting rather than in-person at the school. Appointments will be available to book from **Monday 14th June**.

To make your appointments please login at: <https://stdunstansschool.schoolcloud.co.uk>.

You will find attached to this email:

- a guide to booking your appointments
- a guide to attending your appointments.

**To login you will need to enter:**

- Parent Title, First name and Last name
- Your child's legal names and date of birth

*These MUST be the same as those you have supplied to the school. If you are unsure, please check the Portal where your details and your child's details are displayed*

**On the day of your video meetings:**

If you are using a mobile phone or tablet for your video meetings, before logging in please ensure:

- Microphone and camera are enabled on mobile phones/tablets
- Camera is set to 'front facing' on mobile phones/tablets
- Log in at <https://stdunstansschool.schoolcloud.co.uk>.
- You can join the meeting before your first booking starts
- Your child must be present at all your video appointments

**In order to make video calls you need to have as a minimum:**

- a device with a microphone and speaker
- a compatible web browser:
  - iPhone/iPad: Safari
  - Android: Chrome or Firefox
  - Windows: Chrome, Firefox or Microsoft Edge
  - Mac: Safari, Chrome or Firefox

- Linux: Chrome or Firefox

We also recommend:

- Using your smartphone for video appointments. If you don't have a smartphone with a front-facing camera, use a laptop or computer with a webcam.
- Using a headset (or earphones with a microphone) to reduce echo.

### **Troubleshooting Tips**

- If you are unable to log in, please contact the school by email at [secretary@stdunstansschool.com](mailto:secretary@stdunstansschool.com)
- During the video call, if you are disconnected/lose Wi-Fi connection, please log in again and re-join the video call

We look forward to seeing you on 17th June at the parents' video meetings and to working with you to support your child in the following, important years.

Yours sincerely

T Armstrong

Assistant Headteacher