



EMBSAY C of E (VC) PRIMARY SCHOOL
PASTURE ROAD, EMBSAY
SKIPTON, BD23 6RH

Registered Charity Number 1047224

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Headteacher: Mrs Fiona Prest

19th October 2022

Dear parents

Parents' Evenings

Parents' evenings for all year groups will take place on the 8th and 9th November from 3pm – 7pm.

The first part of the evening will be face to face appointments and from 5:30pm appointments will be via zoom.

We will once again the booking system School Cloud which will open to parents from 8am on 1st November.

Attached is a leaflet for parents explaining how School Cloud works. The system is set up so that the First Contact on the school's system is able to sign in using the email we currently have on our school records and choose an available slot. Where parents are separated, both parents have been set up so separate appointments can be made. The system ensures that sibling appointments do not clash – avoiding the issues we have had previously when appointments have overrun or not run to time.

Each appointment lasts for 9 minutes. It is essential that you are on time for your appointment whether face to face or online to ensure no time is wasted. Appointments must be kept to a strict time schedule and can not overrun. If more time is needed to discuss your child's well-being or progress, an additional meeting can be arranged.

Previously there were a considerable number of missed appointments. Please note if you miss your appointment it may not be possible to rearrange it.

If you have any questions please get in touch.

Yours faithfully

Fiona Prest
Headteacher

