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Ysgol Rhiwabon

Pennaeth - Melanie Ferron-Evans B.A.(Joint Hons) MSc. N.P.Q.H - Headteacher

21st March 2024

Dear Parent/Guardian

Year 8 Parents' Evening - Wednesday 24th April 2024

You are warmly invited to attend the Year 8 Parents' Evening at Ysgol Rhiwabon on Wednesday 24th April 2024 starting at 5.00 pm. This is an opportunity for you to meet your child's subject teachers and to discuss his/her progress.

Where possible students should accompany you to allow them to hear comments being given about their progress and what steps they should take for further development in each subject.

Teachers of Year 8 will be available for consultation in the school hall, E-Corridor and library between 5.00 pm and 7.00 pm. In order to keep things running smoothly it would be appreciated if you could limit each discussion to a maximum of five minutes.

The school will still continue to use the SchoolCloud online appointment booking system in order to book appointments.

French - Mrs Evans

Please note that if your child is taught French by Mrs Evans she will be available online on Wednesday 10th April between 4.00 pm and 6.00 pm. To make an appointment please make a separate booking to the main Parents Evening.

Appointments can be made from the evening of Thursday 21st March and will close promptly on Tuesday 23rd April at 7.00pm. **All appointments must be pre-booked via this system.**

Please visit https://ysgolrhiwabon.schoolcloud.co.uk to book your appointments. (A short guide on how to add appointments is included with this letter.) Log in with the following information:

Parent/Guardian Details

Title Surname

Email and Confirm Email

Student Details

First Name Surname Date of Birth

Yours sincerely

P Bingham

Assistant Headteacher

A. Nelson

Year 8 Lead Learner

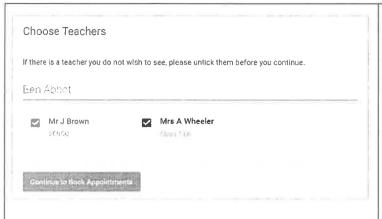
G:\Admin\Admin 2023-2024\Parents Evening\Y8\PB Y8 parents evening letter to parents 21.03.24.doc



Parents' Guide for Booking Appointments

Browse to https://YsgolRhiwabon.schoolcloud.co.uk/

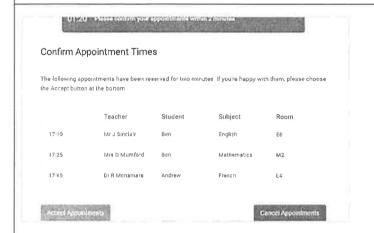
Title First Name Surname Email Confirm Email rabbot4@gmail.com Students Details First Name Surname Abbot Students Details First Name Surname Abbot Students Details Surname Surname Abbot Students Details	Step 1: Login Fill out the details on the page then click the Log In button. A confirmation of your appointments will be sent to the email address you provide.
Parents' Evening This parents' evening is an opportunity to meet your child's teacher. Please enter the school via the main entrance and sign in at reception. Thursday, 16th March Operates the dange. Friday, 17th March Operates the dange.	Step 2: Select Parents' Evening Click on the date you wish to book. Unable to make all of the dates listed? Click I'm unable to attend.
Choose Booking Mode Select how you'd like to book your appointments using the option below, and then hit Next. Automatic Automatically book the best possible times based on your availability Manual Choose the time you would like to see each teacher	Step 3: Select Booking Mode Choose Automatic if you would like the system to suggest the shortest possible appointment schedule based on the times you are available to attend. To pick the times to book with each teacher, choose Manual. Then press Next. We recommend choosing the automatic booking mode when browsing on a mobile device.
Choose Teachers Set the earliest and latest times you can attend, select which teachers you'd like to see, and then press the button to continue. Choose earliest and latest times 1400 1436 15:24 16:12 17:00 Your availability: 14:00 - 17:00	Step 4: Select Availability Drag the sliders at the top of the screen to indicate the earliest and latest you can attend.



Step 5: Choose Teachers

Select the teachers you would like to book appointments with. A green tick indicates they are selected.

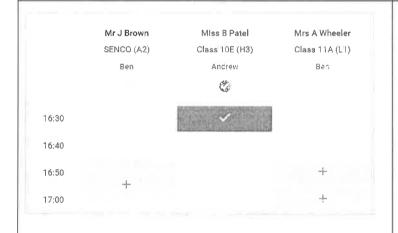
To de-select, click on their name.



Step 6: Book Appointments (Automatic)

If you chose the automatic booking mode, you will see provisional appointments which are held for 2 minutes. To keep them, choose Accept at the bottom left.

If it was not possible to book every selected teacher during the times you are able to attend, you can either adjust the teachers you wish to meet with and try again, or switch to manual booking mode.



Step 7: Book Appointments

Click any of the green cells to make an appointment. Blue cells signify where you already have an appointment. Grey cells are unavailable.

To change an appointment, delete the original by hovering over the blue box and clicking *Delete*. Then choose an alternate time.

Once you are finished booking all appointments, at the top of the page in the alert box, press *click here* to finish the booking process.



Step 8: Finished

All your bookings now appear on the My Bookings page. An email confirmation has been sent and you can also print appointments by pressing *Print*. Click *Subscribe to Calendar* to add these and any future bookings to your calendar.

To change your appointments, click on *Amend Bookings*.