



**LEES BROOK  
COMMUNITY  
SCHOOL**

8 February 2021

Dear Parent / Guardian

**Year 10 Subject Evening: Tuesday 2<sup>nd</sup> March, Online Appointment Booking.**

I would like to invite you to attend our Year 10 Subject Evening between 4.00pm and 8.00pm on Tuesday 2<sup>nd</sup> March.

As a result of COVID-19 restrictions, we are unable to hold parents' evenings in person in school. Instead we have taken the decision to use 'SchoolCloud', which is an online system for both booking and conducting virtual appointments. SchoolCloud allows you to schedule your own times with teachers and you will then receive an email confirming your appointments. On the evening itself, the five minute appointments will be conducted via the same system; we would like to encourage your son/daughter to be present with you during your appointments so that they can be part of the discussion. The meetings can be held via a mobile phone so do not worry if you do not have direct access to a laptop/PC.

The following video link shows how the booking procedure and video appointments work - <https://vimeo.com/473882995>

Appointments can be made from Monday 8<sup>th</sup> February and will close on Tuesday 2<sup>nd</sup> March at 3pm. Should you wish to make any changes after this date please contact the school office.

To sign up to SchoolCloud and book your appointments please visit <https://leesbrookcommunity.schoolcloud.co.uk/>

Yours faithfully

Mr S Geary  
Director of Achievement