



**Southfields  
Academy**

**Principal:  
Ms Jacqueline Valin**

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Dear Parent /Carer

A warm welcome back to the remainder of the Spring Term. We hope that you have all been keeping safe and well during the past eight weeks of Lockdown. We are all looking forward to returning to the new normal, as there are many opportunities ahead.

**Year 9 Parents' Evening** will take place between **4.30pm - 6.30pm on Thursday 18th March 2021.**

This evening will provide you with an opportunity to discuss your child's academic progress and attitude to learning in a range of subjects and any queries or questions about option choices.

Students were involved in a 'Reflection Activity', in order to research their options subjects. When deciding to make an appointment, it would be advisable to choose **subject teachers**, especially if you require information about the option choices. As the meeting time is limited, so you will want to get as much information as possible, so choose wisely.

The current National Lockdown has provided us with an opportunity to carry out a Virtual Parents Evening using a new online platform called 'School Cloud' - this will also eliminate the need to travel to the Academy which has previously hindered parents' attendance at Parents' Evenings.

School Cloud allows you to book appointments online with your child's subject teachers using a device connected to the internet. Appointments are subject to availability, so we recommend you make your appointments as soon as possible. Please be aware that you will only be able to log in using one device.

To log in and book these appointments, please follow this link: <https://southfields.schoolcloud.co.uk/>. You will be asked to fill in some information about your child which will be used to confirm your identity. If you encounter any problems with this step, please email [google@southfieldsacademy.com](mailto:google@southfieldsacademy.com)

A short written guide on how to book appointments can be viewed [here](#); you can also view a more detailed video about the appointment booking process [here](#). **The booking system will open on Friday 12th March 2021 at 9.00am and will close on Wednesday 17th March 2021 at 3.00pm.** The appointments will last 5 minutes to enable staff to see as many students and parents as possible, please ensure you keep to your scheduled appointment times.

#### **Technical information:**

Appointment can be made using one of two options:

- Automatic - your appointment times will be generated for you
- Manual - you can select times that best suit your availability.

Once you have booked your appointment you will receive an email confirming your time.

Appointments will be advertised as 7 minutes long but they will only last 5 minutes. There is a 2 minute gap between appointments to allow teachers time to prepare themselves for their next appointment.

Only one appointment can be made per subject; in classes with more than one teacher the Head of Department will have designated a teacher to conduct the appointments. Before the event all teachers of the subject will meet virtually to share information to ensure parents get a well-rounded view of performance in that subject.

Only one appointment can be made per subject; with a total of **5 appointments ONLY**. In classes with more than one teacher the Head of Department will have designated a teacher to conduct the appointments. Before the event all teachers of the subject will meet virtually to share information to ensure parents get a well-rounded view of performance in that subject.

There is a potential for technical difficulties as School Cloud is increasingly popular with schools. Please bear with us as we adapt to this new form of communication.

#### **Parents' Evening Expectations:**

There will be a high demand for appointments for this event. To avoid any disappointment I would advise booking all of your appointment slots as early as possible.

We will not be providing an opportunity for you to speak with the Form Tutor on this occasion as the vast majority are subject teachers that need to report on student progress in their qualification.

Your child is expected to accompany you during these scheduled meetings as they are an integral part of the discussion.

We ask that the environment/setting is quiet so that everyone on the call can be heard for the best experience.

These evenings are vital as they allow us to keep families informed of their child's academic progress. We would like to stress the importance of signing up to these meetings.

We hope that the return back to school and the routines and expectations have not been too overwhelming for your child. Please let us know if we need to be aware of additional information or issues.

Kind Regards,

Mr L. Davis

**Deputy Headteacher**

Mrs Judy Douglas

**Head of Year 9**

Ms Stacey Gavin

**Deputy Head of Year 9**