

9 January 2025

Dear Parents & Carers,

Parents' Evening Wednesday 14 and Thursday 15 January 2026

I am pleased to be writing to you to confirm that Parents' Evening for Year 11 will be held on Wednesday 14 and Thursday 15 January 2026. Parents' evenings remain virtual using the School Cloud platform. To access the School Cloud platform the web address is <https://wealdschool.schoolcloud.co.uk/>. To login you should first enter your details followed by your child's details which we have on our system. This login process will match the records to provide you access into your personal portal. The email address is used for the system to send confirmation and a notification to you prior to the parents' evening. If you have trouble logging in, at first try full names with no abbreviations. If there are still issues, please contact our network support team using the details at the end of this letter.

You will be able to book appointments for parents' evening from **Wednesday 7 January at 6.00pm**. Bookings will close on **Monday 12 January at 9.00am**. Appointments on the evening will begin from 3.30pm. A video demonstration for how to login, book and join appointments is [available here](#).

The School Cloud platform has the following features to utilise before and during the virtual meetings:

- The ability to test connections, sound, video prior to the parents' evening
- A note can be written with your booking for the teacher to read prior to the evening, for example you may wish to highlight a discussion point you would like to cover. We would recommend using this function.
- The ability to send a link to another adult in advance to join the meeting (this previously was available once the meeting had started). Our experience and the feedback we received highlighted this as a positive feature to use.
- If sound or visuals are lost, there is a chat function with the teacher so the meeting can continue in an alternative format.
- A reminder email will automatically be received before your first appointment containing a link to take you directly to your appointment via a login.

While we have done everything we can to ensure that it goes smoothly, we would ask for your understanding and patience in the event of any technical difficulties. It is also really important to ensure that you have conducted a connection and audio test prior to the meetings. This is available within the portal. You will need a reliable internet connection in the location where you will be holding the meetings, and to ensure both sound and webcam settings are functioning on the device to be used for the meetings. If you are connecting to the meeting using a mobile device it is recommended you have a Wifi connection rather than using 4G.

If you have any issues with the platform, please contact our Network Support team (networksupport@theweald.org.uk) with details of any issue and contact details.

A reminder letter will be sent together with guidance to help you connect to appointments, prior to the evening.

Many thanks for your support of the school.

Yours faithfully,

A handwritten signature in purple ink, appearing to read 'T Day'.

Ms T Day
Assistant Headteacher