



Simon Langton Girls' Grammar School

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December 2022

Dear Parent/Guardians(s),

VIRTUAL GCSE INFORMATION EVENT: 11th JANUARY 2023

VIRTUAL YEAR 9 PARENTS CONSULTATION: 18th JANUARY 2023

As the year draws to a close, we would like to inform you of the upcoming events for Year 9 students and parents. On Wednesday 11th January we invite you to attend a virtual Year 9 GCSE Information Event outlining the GCSE options process. This will take place at 6.00pm via Microsoft Teams. There will be an opportunity to ask questions as part of the event.

Our virtual Year 9 parents' consultation will take place on Wednesday 18th January from 4.00pm – 7.00pm. This will provide you with an update on your child's progress in Year 9 and give you important feedback from teachers to assist with decision-making for your child's GCSE options.

For the virtual parents' consultation evening, we will be using SchoolCloud, the same system that was in place for our last parents' consultation. Please be aware that some staff are working from home and may only be able to connect to the audio function for appointments due to internet connections.

The booking appointment process will open from 6.00pm on Thursday 12th January until 10.00am Monday 16th January. Each appointment will be 4:45 minutes in length. At the end of your appointed time, the meeting will automatically finish, or can be ended manually if less time is required.

Where teachers teach multiple classes in the same year group, it might not be possible to secure an appointment due to a full appointment schedule, however, you will have the option to add your name to a waiting list.

If a teacher is unable to attend the evening on 18th January, an alternative date will be offered.

Please also find an information guide to help you navigate SchoolCloud as well as the brief points below:

- Enter your details (this will need to be the email address we contact you on)
- Choose appointment times
- Receive confirmation of your appointments (please check your junk folder)
- On the day - sign in, check your device settings and join your first appointment
- Click to join your next appointment when prompted
- A timer shows and lets you know when you are nearing the end of the appointment

All queries relating to the appointment booking system should be sent to AForrester@langton.kent.sch.uk

If there are any ICT issues on the day, then please contact our ICT Team on either 01227 819519 or 01227 819509 or e-mail: ICTDEP@langton.kent.sch.uk

Yours faithfully



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