



Parents' Meetings

08 February 2021

Dear Parents/Carers,

Online Appointment Booking

We would like to invite you to attend a meeting with your child's teacher. The meetings will be held the week after half term, please see below:

Year 5 & Year 6	Monday 22 nd February
Year 3 & Year 4	Tuesday 23 rd February
Nursery & Reception	Wednesday 24 th February
Year 1 & Year 2	Thursday 25 th February

The school has introduced a new initiative and easy to use online appointment booking system. This allows you to choose your own appointment time with teachers and you will receive an email confirming your appointment. We are confident this will be an improvement to the previous system and welcome any feedback.

Please note that this is ***not a Teams Meeting***.

Appointments can be made from today and will close on Friday 19th February. Should you wish to make any changes after this date please contact the school office.

Please visit <https://herrickprimary.schoolcloud.co.uk/> to book your appointment. Guidelines below.

A short video guide is also available on how to add your appointment on the following link

<https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

You will need the following information to login:

Child's First Name (name on his/her Birth Certificate)

Child's Surname (name on his/her Birth Certificate)

Child's Date of Birth

Child's Registration Class

If you experience any problems, please contact the school office.

Yours sincerely

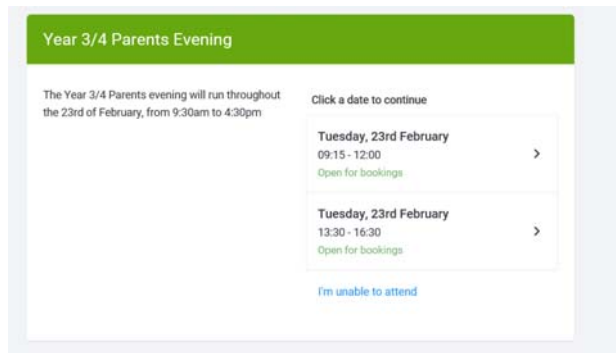
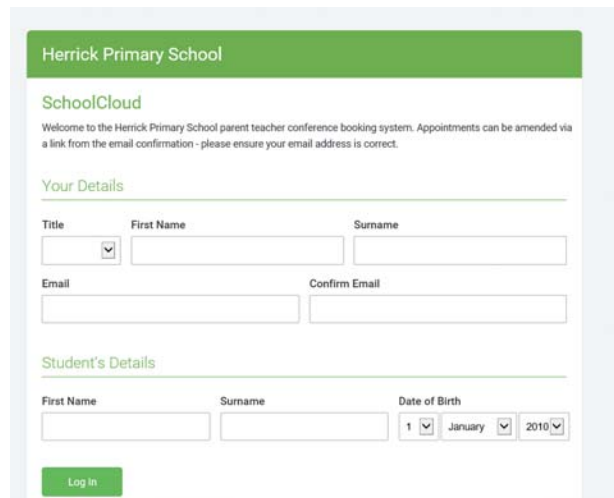
U Patel

Headteacher

How to Book an Appointment with the Teacher

Open <https://herrickprimary.schoolcloud.co.uk/>

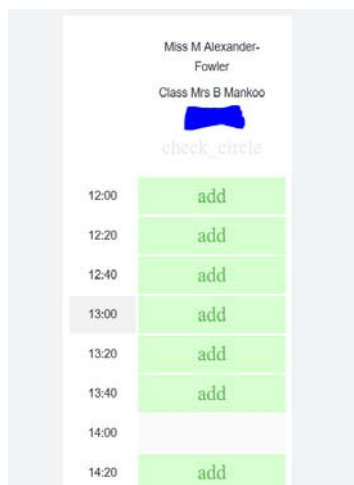
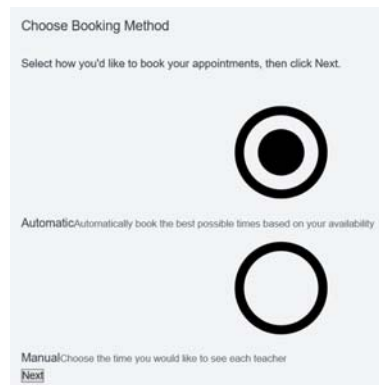
Complete your child's details to log in.



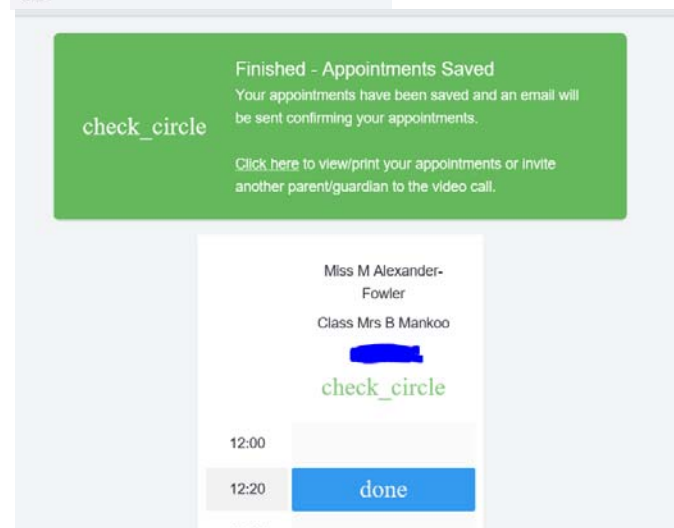
Choose your child's class

Automatic: The system will choose a time for you.

Manual: You will be offered a list of times available to make your choice



Click on the time you would like to book.



You will receive a confirmation email with the link for your appointment.