

# Hawthorn Community Primary School

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13<sup>th</sup> October 2022

Dear Parent / Carers

## Maples Parents Evenings – Tuesday 1<sup>st</sup> and Thursday 3<sup>rd</sup> November

Please accept our apologies for cancelling this weeks appointments. We will now be holding Maples parent interviews on Tuesday 1<sup>st</sup> and Thursday 3<sup>rd</sup> November, just after the holidays. We encourage all parents to attend these meetings as this is an opportunity for you to discuss with your child's teacher how your child is progressing.

We are offering a hybrid parents evening, giving parents the flexibility to choose whether they prefer an online appointment or to meet with their child's teacher in person:

Tuesday 1<sup>st</sup> November – in person, in school

Thursday 3<sup>rd</sup> November – online

Appointments can be booked online. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointment. Please note that individual meetings are strictly 10 minutes long. There is one 10 minute appointment slot available per child.

Appointments can be made from today and will close on Monday 31<sup>st</sup> October at 4 pm. Should you wish to make any changes after this date please contact the school office. It is advised to book your appointment as soon as possible to get your preferred method and the best time to suit you.

Please visit [SchoolCloud - Hawthorn Community Primary School](#) to book your appointments (see next page).

If you need assistance, please contact the school office who will be happy to add appointments on your behalf.

A short guide "Video Appointments: Parents – How to attend appointments over video call" can be accessed using the following link:

[How to attend appointments over video call](#)

Yours sincerely

*Emma Jacox*

Head Teacher



Please visit <https://hawthorn.schoolcloud.co.uk/> to book your appointments.

This is the login screen:

**Hawthorn Community Primary School**

### Parents Evening System

Welcome to the Hawthorn Community Primary School parent teacher conference booking system. Appointments can be amended via a link from the email confirmation - please ensure your email address is correct.

#### Your Details

Title  First Name  Surname

Email  Confirm Email

#### Student's Details

First Name  Surname  Class

[Log In](#)

[Teacher Login](#) [Administrator Login](#)

**Your Details:** this should be the parent currently listed as Priority 1 on the school records.

It is important that the information entered matches the data held on our system.

**Student's Details:** please take care to enter your child's name and class correctly.

### Maples Parents Evening

Tuesday 1st November - Face to Face  
Appointments  
Thursday 3rd November - Online / video call  
Bookings will close at 4 pm on Monday 31st October. After that please telephone the office for assistance

[Click a date to continue](#)

**Tuesday, 1st November**  
In-person [Open for bookings](#)

**Thursday, 3rd November**  
Video call [Open for bookings](#)

[I'm unable to attend](#)

Choose the date you require and then follow the on screen prompts to book your slot.

A confirmation of your appointment(s) will be sent to the email address you provide.  
Your appointments will appear on the **My Bookings** page.  
To change your appointments click on **Amend Bookings**.

