



Community College

19.12.23

Dear Parent/Carer,

I would like to extend my thanks to all parents and carers for the continued support and guidance given to our students throughout this year but particularly during this mock exam season. We have not only been focused on the preparation for their exams but have also had a number of events that have supported the students in making decisions and preparing for their futures at this crucial time in their educational journey.

Enclosed with this letter is your child's Mock exam results. These grades will show you the progress and achievement so far this year for your son/daughter.

Parents evening

You will be able to discuss your son's/daughter's current grades and progress at our Year 11 Parents Evening on January 11th January 2023. In order to fit sufficient meeting slots into this time frame, each meeting will last for 5 minutes. I would like your son/daughter to be present at these meetings so that they can be involved in any discussions with teachers. Therefore year 11 will NOT have lesson 7 on this day.

Please visit <https://sdcc.schoolcloud.co.uk/> to book your appointment. Your login will be authenticated by your title and your surname, which must match the data we hold. The online booking system will open at 9am on Monday 8th January and will close at 3pm on Thursday 18th January. Should you wish to make any changes after this date please contact the College reception on 01752 556065.

On the same evening there will also be an information stand on vaping and online safety with Mr Kelly.

Please enter via the front of reception when attending your appointments. Staff will be on hand to direct you to the different venues.

Sixth Form Open Evening

There is also our upcoming Sixth Form Open Evening which is taking place on **Thursday February 1st 2024**. We look forward to welcoming you to this very important evening.

Please can I wish you all a Merry Christmas and we look forward to seeing all students on Monday 8th January 2024.

Yours faithfully

Mr S Gill

Senior Assistant Headteacher

Browse to <https://sdcc.schoolcloud.co.uk/>

WELCOME TO THE 'SEND' PARENTS' EVENING BOOKING SYSTEM. APPOINTMENTS CAN BE WITHDRAWN UP TO 24 HOURS BEFORE THE
email confirmation - please ensure your email address is correct.

Your Details

Title: Mrs | First Name: Rachael | Surname: Abbot

Email: rabbot4@gmail.com | Confirm Email: rabbot4@gmail.com

Student's Details

First Name: Ben | Surname: Abbot | Date Of Birth: 20 July 2000

Step 1: Login

Fill out the details on the page then click the *Log In* button.

A confirmation of your appointments will be sent to the email address you provide.

September Parents Evening

This is to allow parents and teachers to discuss progress and will take place on 13th and 14th September.
Note that on the 13th there will be sessions available both in-person and via video call.

Click a date to continue

Monday, 13th September
In-person & video call
Open for bookings

Tuesday, 14th September
In-person
Open for bookings

[I'm unable to attend](#)

Step 2: Select Parents' Evening

Click on the date you wish to book.

Unable to make all of the dates listed? Click *I'm unable to attend*.

Choose Booking Mode

Select how you'd like to book your appointments using the option below, and then hit Next.

Automatic
Automatically book the best possible times based on your availability

Manual
Choose the time you would like to see each teacher

[Next](#)

Step 3: Select Booking Mode

Choose *Automatic* if you'd like the system to suggest the shortest possible appointment schedule based on the times you're available to attend. To pick the times to book with each teacher, choose *Manual*. Then press *Next*.

We recommend choosing the automatic booking mode when browsing on a mobile device.

Choose Teachers

Set the earliest and latest times you can attend, select which teachers you'd like to see, and then press the button to continue.

Choose earliest and latest times

14:00 | 14:36 | 15:24 | 16:12 | 17:00

Your availability: 14:00 - 17:00

Step 4: Select Availability

Drag the sliders at the top of the screen to indicate the earliest and latest you can attend.

Choose Teachers

If there is a teacher you do not wish to see, please untick them before you continue.

Ben Abbot

Mr J Brown (SENCO) | Mrs A Wheeler (Class 11A)

[Continue to Book Appointments](#)

Step 5: Choose Teachers

Select the teachers you'd like to book appointments with. A green tick indicates they're selected. To de-select, click on their name.

Confirm Appointment Times

The following appointments have been reserved for two minutes. If you're happy with them, please choose the Accept button at the bottom.

Teacher	Student	Subject	Room
17:10 Mr J Sinclair	Ben	English	E5
17:25 Mrs D Mumford	Ben	Mathematics	M2
17:45 Dr R Mcnamara	Andrew	French	L4

[Accept Appointments](#) | [Cancel Appointments](#)

Step 6: Book Appointments (Automatic)

If you chose the automatic booking mode, you'll see provisional appointments which are held for 2 minutes. To keep them, choose *Accept* at the bottom left.

If it wasn't possible to book every selected teacher during the times you are able to attend, you can either adjust the teachers you wish to meet with and try again, or switch to manual booking mode.

	Mr J Brown SENCO (A2) Ben	Miss B Patel Class 10E (H3) Andrew	Mrs A Wheeler Class 11A (L1) Ben
16:30		✓	
16:40			
16:50	+		+
17:00			+

Step 7: Book Appointments

Click any of the green cells to make an appointment. Blue cells signify where you already have an appointment. Grey cells are unavailable.

To change an appointment, delete the original by hovering over the blue box and clicking *Delete*. Then choose an alternate time.

You can optionally leave a message for the teacher to say what you'd like to discuss, or raise anything beforehand.

Once you're finished booking all appointments, at the top of the page in the alert box, press *click here* to finish the booking process.

September Parents Evening			Tuesday, 14th September
2 appointments from 16:15 to 16:45			In-person
Print	Amend Bookings	Subscribe to Calendar	
This is to allow parents and teachers to discuss progress and will take place on 13th and 14th September. Note that on the 13th there will be sessions available both in-person and via video call.			
	Teacher	Student	Subject
16:15	Mr Mark Lubbock	Jason Aaron	English
16:30	Miss Bina Patel	Jason Aaron	Religious Education
September Parents Evening	Monday, 13th September		Video call
2 appointments from 16:30 to 16:45			
September Parents Evening	Monday, 13th September		In-person
2 appointments from 15:00 to 15:45			

Step 8: Finished

All your bookings now appear on the My Bookings page. An email confirmation has been sent and you can also print appointments by pressing *Print*. Click *Subscribe to Calendar* to add these and any future bookings to your calendar.

To change your appointments, click on *Amend Bookings*.