

# Paper Copy Recipients

- Sample Student (Year 1, Samples)



**Horizon Community  
College**

-  
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South Yorkshire  
S70 6PD

25 March 2022

Sample Parent  
23 Sample Street  
Sample Town  
Samplety  
S4M PL3

Email:  
info@horizoncc.co.uk

Phone: 01226704230

Website:  
<http://www.horizoncc.co.uk>

Sample Student (Year 1, Samples)

## **FW: Y7 Form Tutor Virtual Parents' Evening**

----- Original Message: -----

Dear Parents/Carers

On **Thursday 11<sup>th</sup> November, from 4pm - 6pm**, we would like to invite you to a virtual parents' evening where you will have the opportunity to speak with your child's form tutor around how your child has settled into Horizon. The entire event, both booking and attending the video consultation, will be done via the SchoolCloud Parents' Evening System by clicking the following link  
<https://horizoncommunitycollege.schoolcloud.co.uk/>

We have also attached a step-by-step guide on how to use this incredibly simple and effective system.

**Parents/Carers will be able to book appointments from 6pm on Wednesday 3<sup>rd</sup> November. Please be aware that appointments are on a 'first come, first served' basis and early booking is recommended.**

We strongly advise:

- booking your form tutor appointment on Wednesday, 3<sup>rd</sup> November to ensure you get the opportunity to speak to your child's form tutor.
- logging in prior to booking opening so you can familiarise yourself with the log in process and have the opportunity to contact us should you have any difficulties.

Booking and attending the appointments will require a smartphone, tablet, or computer. Please contact us if you have any difficulty accessing a device. The video appointment will automatically end after 5 minutes, and a timer will be displayed on screen throughout the appointment. In order to get the most out of your form tutor consultation we recommend:

- finding a quiet space to complete the video consultation with your child's form tutor.
- ensuring your child attends the meeting with you – this is a key discussion regarding the effort they are currently applying to their subjects along with their attendance, achievement and behaviour points accrued in the first half term.
- having your child's first Y7 report to hand. This was released on the 16th November to the Sims Parent App (log in and see 'Reports').
- having questions prepared for your child's form tutor. These might be related to the most effective home learning strategies etc

**Please note that there will be an additional virtual Parents' Evening later in the year, where parents/carers will be able to speak directly with subject teachers. Further information will be sent out later in the academic year.**

Please be assured that we are here to support you. If you have any questions or are unable to make an appointment at a convenient time, then please email us on [info@horizoncc.co.uk](mailto:info@horizoncc.co.uk) so that we can assist you.

Yours sincerely

Mrs C Malson Mr B Irving

Assistant Principal - Head of Y7 School Assistant Principal - Head of Y7 School