

# Parents/Carers Evening

## 2024 Parents Evening Dates

Thursday 18<sup>th</sup> April Years 9 and 10 Tutors

Tuesday 23<sup>rd</sup> April Years 9 and 10 Tutors

Tuesday 2<sup>nd</sup> July Years 7 and 8 Tutors

Thursday 11<sup>th</sup> July Years 7 and 8 Tutors

Our Parents/Carers' Evenings are managed and administered via an online system <https://stewards.schoolcloud.co.uk/> This system allows parents/carers to choose and book their own appointments, subject to availability, at times which are convenient to them via a video conference link.

Prior to each evening, the online system will be opened to parents/carers for booking of appointments for a time window of one week. This time window will be specified on the invitation letter that will be sent to the parents/carers of all students of the relevant year group, in advance of the evening. Letters will be sent out via Class Charts announcement.

A short guide on using the online booking system to add appointments is available below.

A guide on how to attend and book appointments over video call is accessible below.

For the Parents/Carers' Evening process to function smoothly, it is imperative that the school has been provided with an accurate, current email address for the parents/carers of each student. If you need to update us with an email address, please email

[studentservices@stewardsacademy.org](mailto:studentservices@stewardsacademy.org), this email address can also be used for general Parents Evening questions, telephone enquiries can be made to Mrs Golding 01279 421951.

If you do not have access to the internet, or have any questions, please contact the school.

Parents/Carers – How to attend appointments over video – SchoolCloud Parents' Evening <https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

Guide for booking appointments (see attached document).

GDPR Information is [here](#).