

John Willmott School Reddicap Heath Road Sutton Coldfield B75 7DY 0121 378 1946 enquiry@jws.bham.sch.uk www.johnwillmottschool.co.uk Headteacher: Mrs T Peters

Dear Parents and Carers

Year 7 Settling in Evening – Online Appointment Booking Monday 4 October – 3:20pm-4:20pm Thursday 7 October – 4:00pm -6:30pm

We understand that this has been a very difficult time and we would like to have this opportunity to speak with you about how your child has settled back into school, particularly their attitude towards their learning both in class and at home. This will be an extremely beneficial conversation for us all to support your child moving forward and address any concerns.

At this time of year, we would normally be inviting you to attend our Year 7 Settling In Parents Evening to discuss your child's transition into Year 7, however due to unprecedented circumstances we will be unable to host this evening. As we consider this early meeting a valuable part of our transition support, we will be moving to an online parents evening system that has been used successfully in other ATLP schools.

On either Monday 4 October or Thursday 7 October, you will be able to meet your child's Form Tutor during a video call, this call will be to discuss your child's reconnection into school life and their transition from Year 6 into John Willmott School.

The school has introduced a new intuitive School Cloud Online Parents Evening system. This allows you to choose your own appointment time with your child's form tutor and you will receive an email confirming your appointment.

The booking system will be open from 4:00pm on Monday 27 September and will close at 12:00pm on Monday 4 October. Should you wish to make any changes after this date please contact the school office.

Please visit https://johnwillmott.schoolcloud.co.uk to book your appointments. (A short guide on how to add appointments is included with this letter.) Login with the following information:

Student's First Name

Student's Surname

Form Group

The Year 7 team would like to thank you for all of your ongoing support and communication during this very unusual transition from Year 6 to Year 7. We are acutely aware that your children missed out on milestones and events in their final year of primary school, and we are committed to ensuring that Year 7 is a time that they feel nurtured and cared for.

Satchel One

Information on how to log in has been sent home this week. Going forward as part of their home learning students should be completing the weekly quizzes for their subjects and teachers will set any additional home learning via this online platform. Knowledge Organisers are uploaded termly, and students should be logging on every night in order to self-quiz, recall and retrieve essential knowledge.



There are various videos on our <u>website</u> or via our <u>YouTube channel</u> with instructions on how to use Satchel: One. Students should also have their login details for Hegarty Maths.

Students have also all been allocated their House which they will remain in! As we are currently unable to run after school or lunchtime clubs, we have dedicated Wednesday afternoons to enrichment activities which form part of our broad and balanced curriculum. These 2 hour sessions are designed by our Heads of House and are specifically created to promote opportunities to experience something new and exciting! Our Heads of House will also be launching House Ambassador applications this half term and we do hope as many Year 7s as possible get involved. Year 7 have already been incredible in the sheer amount of House Points they have received from staff which is reflective of their enthusiasm and commitment to excellence. Their Records of Achievement are getting full!

Year 7 have also started our 'LORIC' programme of study, a lesson every two weeks focused on: Leadership; Organisation; Resilience; Initiative and Communication. These lessons develop students' awareness of these traits which we promote throughout every aspect of school life in order for them to be successful at John Willmott School and beyond.

The Year group have settled in very well and have developed some incredibly positive relationships with one another and with staff. They are enthusiastic and supportive and willing to embrace this new challenge and we are delighted to be able to share this with them.

Yours faithfully

Mrs L Norton
Assistant Headteacher
Assessment & Curriculum

Mrs L Lockley
Assistant Headteacher
Teaching & Learning

The Year 7 Team



Mr Daley | Ms McDermott | Mrs Lockley

Enclosure: Parent Guide



Parents' Guide for Booking Appointments

Browse to https://johnwillmott.schoolcloud.co.uk/



Step 1: Login

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

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



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.



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.



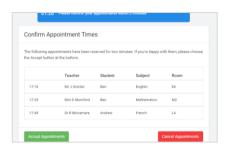
Step 4: Select Availability

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



Step 5: Choose Form Tutor

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



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.



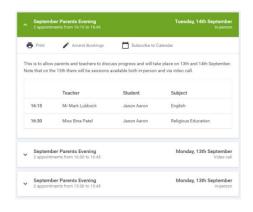


Step 7: Book Appointments

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.

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.



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.