

# Targeted Parents' Evening (Autumn)



## GUIDANCE FOR STUDENTS & PARENTS/CARERS

### How to check the PROGRESS REVIEW

The Progress Review can be found under **Tracking** on MyProgress and MyStudent. Parents/carers are asked to check the Progress Review to see if Subject Teachers have ticked the appointments box. A guide to understanding the Progress Review can be accessed via the information button shown below:

Subject	Target	Reviewer	Current1	Estimated1	Effort1	Systems1	Practice1	Attendance1	Punctuality1	Appntmnt1	Current2	Estimated2	Effort2	Systems2	Practice2	Attendance2	Punctuality2	Appntmnt2	Current3	Estimated3	Effort3	Systems3	Practice3	Attendance3	Punctuality3	Appntmnt3	Transfer	UCAS	Final
2nd Year Tutorial	X							100%	100%							0%	0%												
English Lang & Lit 2A	B	you	B	B	2	2	2																						B
English Lang & Lit 2A	B	PJA	B	B	2	1	2	93%	100%	<input type="checkbox"/>																			B
Film Studies 2A	A	you	A	A	1	1	1																						A
Film Studies 2A	A	MAR	A	A	1	1	1	100%	100%	<input type="checkbox"/>																			A
Psychology 2A	B	you	D	C	2	2	2																						C
Psychology 2A	B	KTC	E	C	3	3	3	96%	100%	<input checked="" type="checkbox"/>																			C

A tick indicates that a Parents' Evening appointment is needed in that subject. If we do not request a parents' evening appointment, there is no need to make one. The general parents' evenings in the spring term, provide an opportunity for all students and parents to make appointments, not necessarily those targeted with development actions. We have found that our early, Targeted Parents' Evening, has been very effective in helping students to make good progress, so please don't worry if we request an appointment.

### How to BOOK A PARENTSEVENING APPOINTMENT

Appointments for the Targeted Parents' Evening need to be **made by the student** on MyProgress. **Students MUST attend** appointments with parents/carers. Go to **My Progress/Times/Appointments** and select Targeted Parents Evening:

Event Date	Event Title	Start	Finish	
Thursday 12 November 2020	Progress Review November	08:40:00	16:00:00	Select
Tuesday 24 November 2020	Targeted Parents' Evening Nov	15:00:00	20:30:00	Select

If you need to book more than one appointment, **please leave a gap between appointments.**

## How to join online PARENTS EVENING APPOINTMENTS

Appointments are hosted by teaching staff via a Zoom meeting. To join the meeting you will need a computer or mobile device with a working microphone and, optionally, a camera. Ensure your device is resting on a stable surface and please do not record meetings.

Each member of staff will have a different link for their appointments. These will appear in MyProgress and MyStudent once an appointment has been booked (you may need to refresh the screen after booking). We will also be sending a confirmation email with your appointment details the day before the Parents Evening. If you need to amend an appointment after the closing date, students should email their teacher directly to see if a change can be accommodated.

**This Event** Allow double-booking

Event	Targeted Parents' Evening Nov
Date	24/11/2020
Event starts	15:00:00
Event finishes	20:30:00
Interview in minutes	10
Bookings close	19/11/2020 00:00:00
General Advice	Online Zoom Call

Your student's teachers' diaries are below.  
Scroll down if there are more than 6.  
If you want to see someone else, choose from the drop-down.  
If they are not on the drop-down then they are not taking bookings yet.

**Your Appointments**

No.	Time	Staff	Staff Advice/Info
15	17:20:00	ELH	no advice
19	18:00:00	JMC	<a href="https://zoom.us/j/4080013191?pwd=MTJFL1RvUklwRStIeklyenOQZy8vdz09">https://zoom.us/j/4080013191?pwd=MTJFL1RvUklwRStIeklyenOQZy8vdz09</a>
22	18:30:00	JWM	no advice

Staff: ELH, JMC, JWM, KMC, ELH, LAM, Other staff...

No.	Time	Student	Book
1	15:00:00		Book
2	15:10:00		Book
3	15:20:00		Book
4	15:30:00		Book

When you click on the meeting link you will be prompted to download and install Zoom, or you can click 'launch meeting' then 'join from your browser' to join without installing the software. If you are having difficulties with sound and video then the downloaded application version is recommended.

You can also install the Zoom app from Apple or Google stores onto a mobile phone or tablet if you prefer. Tapping the link from MyProgress or in your confirmation email will launch the app.

When you join the meeting you will be asked to choose a display name. Please use your own name with your student's name in brackets to help us know who you are.

If you have used Zoom before it will remember the last name you used, so please change it if you can. This will help us organise who is next.


When you join, you will be entered into a waiting room and the teacher will let you in when the previous appointment has finished. Teachers may use a timer alert to help them keep to the 10 minute meeting time. If the need for a longer discussion emerges, you may need to arrange a follow up call.

CONTACT SALES JOIN A MEETING

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Join a Meeting

Your Name

I'm not a robot 

Zoom is protected by reCAPTCHA and the Privacy Policy and Terms of Service apply.