

7 December 2023

Online Parents Evening 12 December 2023

Dear Parent/Carer

Outwood Academy City Fields runs 3 Parents Evenings a year the focus of which is identified below:

- Parents Evening one - Year 10 and Year 11
- Parents Evening two - Year 7, 8 and 9
- Parents Evening three - Invitation only

Parents Evening one will take place Tuesday 12 December 2023 and will cover all subjects. Subject teachers will be able to update you on their current progress, areas of knowledge and skills your child has mastered. Teachers will set targets and areas for development and offer advice on what would help them to achieve their full potential. Anyone can book an appointment but subject teachers will be placing a sticker in your child's planner if they wish to speak with you regarding concerns they may have.

The academy previously introduced a new online appointment booking system. This allows you to choose your own appointment times with the teachers and you will receive an email confirming your appointment(s). The appointment(s) will be conducted virtually. There is no need to download an app as you can access all appointments through your web browser on a phone or tablet. In student planners on Page 172 classroom teachers have written in whether they would like you to make an appointment with them.

The appointment booking system is now open and will close the day before the event at 4pm. Should you wish to make any changes after this time please contact the academy via the email - enquiries@cityfields.outwood.com

Please visit <https://oacf.schoolcloud.co.uk/> to book your appointments. A short guide on how to make and attend appointments is attached and can be found here: [How to attend appointments over video call - SchoolCloud Parents](#). To login you will need your child's name and date of birth.

If you do not have access to the internet, need the short guide printing, or would just like some additional support please do not hesitate to contact us at enquiries@cityfields.outwood.com.

Yours faithfully



Mrs K Senior
Vice Principal