



CRESTWOOD  
COMMUNITY SCHOOL

27 February 2024

Dear Parents/Carers

**Year 11 Parents' Evening**

**Thursday 7 March 2024 – 4.30-7.30pm – Shakespeare Campus**

We will be holding a Year 11 Parents' Evening for parents and students on Thursday 7th March 2024 from 4.30-7.30pm. This evening will be held in the Sports Hall on the Shakespeare Campus.

This evening is a chance to discuss your child's progress and mock examination results with each subject teacher as well as what they need to do to achieve their full potential. Parents will also be provided with important information about the upcoming GCSE exams, including a copy of your child's entries and details about how you can support your child with revision.

We will be using an online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. There will be a timing system in place on the evening to make sure appointments stick to their times.

The appointment system will be open from 5pm on Tuesday 27th February for parents to book appointments. Please visit <https://crestwoodcommunity.schoolcloud.co.uk/> to book your appointments. A short guide on how to book appointments is included with this letter.

If you have difficulty in using the software please contact our IT team by emailing [itsupport@crestwood.hants.sch.uk](mailto:itsupport@crestwood.hants.sch.uk).

Parents' evenings are a great opportunity for both parents and teachers to work together to support your child and give them the best possibility of success. We normally ask parents to complete a questionnaire at all parents' evenings; please click on this link – [Parent Feedback](#) to complete.

Yours sincerely

Steve Topazio  
Assistant Headteacher  
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Josh Buckingham  
Assistant Headteacher  
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**Crestwood Community School**

Shakespeare Campus, Shakespeare Road, Eastleigh, Hampshire, SO50 4FZ | Cherbourg Campus, Cherbourg Road, Eastleigh, Hampshire, SO50 5EL

Email: [adminoffice@crestwood.hants.sch.uk](mailto:adminoffice@crestwood.hants.sch.uk) Tel: 023 8064 1232 Web: [www.crestwood.hants.sch.uk](http://www.crestwood.hants.sch.uk)



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## Parents' Guide for Booking Appointments

Browse to <https://crestwoodcommunity.schoolcloud.co.uk/>

**Your Details**

Title	First Name	Surname
Mrs	Rachael	Abbot

Email

rabbot4@gmail.com	Confirm Email
rabbot4@gmail.com	rabbot4@gmail.com

**Student's Details**

First Name	Surname	Date Of Birth
Ben	Abbot	20 July 2000

[Log In](#)

### Step 1: Login

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

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

**Parents' Evening**

This parents' evening is an opportunity to meet your child's teacher. Please enter the school via the main entrance and sign in at reception.

Click a date to continue:

Thursday, 16th March	>
Friday, 17th March	>

[I'm unable to attend](#)

### 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*.

**Choose Booking Mode**

Select how you'd like to book your appointments using the option below, and then hit Next.

☒ **Automatic**  
Automatically book the best possible times based on your availability

☐ **Manual**  
Choose the time you would like to see each teacher

[Next](#)

### 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.

**Choose Teachers**

If there is a teacher you do not wish to see, please untick them before you continue.

**Ben Abbot**

<input checked="" type="checkbox"/> <b>Mr J Brown</b> SENCO	<input checked="" type="checkbox"/> <b>Mrs A Wheeler</b> Class 11A
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[Continue to Book Appointments](#)

### Step 4: Choose Teachers

If you chose the automatic booking mode, drag the sliders at the top of the screen to indicate the earliest and latest you can attend.

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

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Confirm Appointment Times

The following appointments have been reserved for two minutes. If you're happy with them, please choose the Accept button at the bottom.

	Teacher	Student	Subject	Room
17:10	Mr J Sinclair	Ben	English	E6
17:25	Mrs D Mumford	Ben	Mathematics	M2
17:45	Dr R McNamara	Andrew	French	L4

[Accept Appointments](#) [Cancel Appointments](#)

### Step 5a (Automatic): Book Appointments

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.

If it wasn't possible to book every selected teacher during the times you are able to attend, you can either adjust the teachers you wish to meet with and try again, or switch to manual booking mode (Step 5b).

	Mr J Brown SENCO (A2) Ben	Miss B Patel Class 10E (H3) Andrew	Mrs A Wheeler Class 11A (L1) Ben
16:30			
16:40			
16:50			
17:00			

### Step 5b (Manual): 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.

You can optionally leave a message for the teacher to say what you'd like to discuss, or raise anything beforehand.

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 6: Finished

Amend Bookings

This page is intended for parents to use to amend their bookings. Please ensure you are logged in and follow the steps to the bottom right when the booking process is complete. Bookings are available to the main school page.

	Teacher	Student	Subject	Room
16:30	Mr J Brown	Ben	English	E6
16:40	Mr J Brown	Ben	English	E6
16:50	Mr J Brown	Ben	English	E6
17:00	Mr J Brown	Ben	English	E6
17:10	Mr J Brown	Ben	English	E6
17:25	Mrs D Mumford	Ben	Mathematics	M2
17:45	Dr R McNamara	Andrew	French	L4

### Step 6: 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*.

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