



13 May 2021

Outwood Academy Riverside Parents' Evening Tuesday 25 May 2021 - Online Appointment Booking

I would like to invite you to attend our Parents' Evening on Tuesday 25 May 2021. This is an important evening and provides you with an opportunity to speak with your child's teachers. We look forward to strengthening our relationship with you and your child.

I must thank you for all your support during this first year as we have faced and overcome many challenges together, largely due to the COVID-19 pandemic.

Now we are settled into our new building at 100 Russell Street, we will now take the opportunity to reschedule our previously postponed virtual Parents' Evening.

The school has introduced a new intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. We are confident this will be an improvement to the previous system and welcome any feedback.

Appointments can be made from 08:30 on Monday 17 May 2021 and bookings will close at 06:00 on Tuesday 25 May. Should you wish to make any changes after this time please contact the school office.

Please visit <https://outwoodriverside.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:
Student's Date of Birth:

Attached to this letter is a short user guide on how to book appointments. Please also follow link to a short video on how to attend appointments over video call, this link is also posted on our website and social media platforms.

<https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attendappointments-over-video-call>

If you have any concerns around the booking of appointments, please contact the Reception on 01642 549950 who will be happy to assist you.

Yours sincerely

A handwritten signature in dark ink, appearing to be 'MB-S', with a stylized, cursive-like flourish.

Melissa Brant-Smith
Principal