



Year 9 – Key Stage 4 Options Action Required

On-Line Options evening – 27/28 January 2021

What you need to do:

1. Check your email account on 13 January 2021 after 5.30pm for a message about the options evening (*check your inbox or 'deleted/spam/junk*' folders if you can't see it*)
2. Make a note of the code included in the message (you will need this to sign in)
3. Click the link in the message to access the 'ParentCloud' website
(<https://flhs.schoolcloud.co.uk>)
4. Login using the code provided and other information requested (it's the same code you used for the recent 'Progress Review Evening')
5. Book an appointment for a time convenient to you
- 6. Only one parent/carer needs to book an appointment ****
7. Make a note of the date / time (we also will remind you of this by e-mail nearer the time)
8. See the help sheet included with this pack for more information and how to get ready for the appointment on the day

For detailed information, please see the letter overleaf.

The booking system will open at 7.00pm on 13 January 2021 and slots will fill up quickly.

Please book early!

* Note some e-mail providers will delete messages in the spam/junk folders in as little as 7 days if you have not changed your e-mail account settings.

** For parents / carers living apart, or who may not both be home at the same time as the appointment, there is a feature that will allow you to 'invite' one other parent / carer into the video call. Details are at: [Adding a parent to the video call](#) (click link)

If you have any queries on your booking, please e-mail:

schoolevents@flhs.wigan.sch.uk



Year 9 Option Evenings Tuesday 27th & 28th January 2021

January 2021

Dear Parent / Carer

In these circumstances, we are unable to hold our normal Year 9 Option Evenings. Instead, we would like to invite you to our Virtual Option Evenings on the 27th and 28th of January 2021. This will be an opportunity for you to discuss your child's option choices with a designated member of the Senior Leadership Team. To help inform the discussion your child has received a booklet containing information regarding the curriculum at Key Stage 4. There are also faculty presentations explaining their subject areas on the school website.

The evening will take place remotely using the Internet based booking system School Cloud Online. Using this system, you will be able to book the appointment at a time that suits you best. You can access the system from any internet-connected device and your appointment will take place via a video conferencing link.

Please read the information attached to support you in accessing the system and booking your appointment.

The appointment slots will be available at various times from 9:00am on Wednesday 27th and Thursday 28th January. Individual staff availability will be made available to you through the link provided. Appointments will last for 10 minutes. It is advised that you are online and ready for your appointment a few minutes before hand. At the end of the allocated time slot, the appointment will end. As the appointments are time limited, we would also advise that if you have any specific questions, you prepare these beforehand.

We look forward to meeting you on either the 27th or 28th January and in the meantime, please do not hesitate to contact your child's Head of Year if you have any further questions or queries.

Yours sincerely

Mr J Thomson, Assistant Head