

Poltair School
Trevarthian Road
St. Austell
Cornwall
PL25 4BZ

Headteacher: Mr Mark Everett



www.poltairschool.co.uk secretary@poltair.cornwall.sch.uk 01726 874520

March 2023

Dear Parent / Carer

Re: Virtual Year 8 Progress Evening – Thursday 30th March 2023

I would like to invite you to attend our Virtual Year 8 Parents Evening which will take place on Thursday 30th March between 3.30pm and 6.30pm. During this evening, you will have the opportunity to meet with your child's subject teachers to discuss their progress and attainment.

To make booking appointments easier, you are invited to use our online booking system where you will be able to book a 5-minute appointment with each of your child's subject teachers. You will also be able to add a short note, via the booking system, regarding any issues or matters you would like to raise.

How to make the appointments

You can visit the Parents Evening page on the school website or access the link below and follow the guide:

- Step 1. Using your internet browser, enter www.poltair.schoolcloud.co.uk
- Step 2. Complete the details on the home page using Child's **preferred** name. Choose 'Log In'
- Step 3. Follow the online instructions to book an appointment with the allocated member of staff.
- Step 4. Once finished, if you entered an email address when logging in, the system will send confirmation of your chosen appointment times.

Further information on how to book and use the video appointment system can be found here – [How to attend appointments over video call.](#)

Requirements: In order to make video calls Parents need to have, *as a minimum*:

- A device with a microphone and speaker and a compatible web browser.

We recommend:

- Using your smartphone for video appointments. If you do not have a smartphone with a front-facing camera, use a laptop or computer with a webcam.
- Using a headset (or earphones with a microphone) to reduce echo.
- Please use one of the following compatible web browsers:

iPhone/iPad: Safari

Android: Chrome or Firefox

Windows: Chrome, Firefox or Microsoft Edge (Chromium) - [download here](#)

Mac: Safari, Chrome or Firefox

Linux: Chrome or Firefox

If you are using an iPhone/iPad it needs to be on iOS 14.3. Earlier versions of the operating system may result in stuttering in the video appointment according to our system provider.

If you do not have access to the internet or have any queries or concerns, please email the school via secretary@poltair.cornwall.sch.uk and a member of staff will contact you to arrange these appointments for you.

Thank you for your continued support.

Yours sincerely

A handwritten signature in black ink, appearing to read 'S McNally'.

Mr S McNally
Head of Year 8