



21 January 2021

Dear Parent/Carer

### **Year 7 Parents' Evening - Online Appointment Booking**

I would like to invite you to attend our Virtual Parents' Evening on 28 January 2021 from 4pm to 7pm. This is a valuable opportunity for you to meet your child's teachers and discuss their learning. We are very sorry that this can't be done face to face as, to ensure the safety of all, this event will be held online.

Please visit <https://lathom.schoolcloud.co.uk> to book your appointments. A short guide on how to add appointments is included with this letter. You can also click [here](#) to watch a video on how to book appointments and later attend the appointments. The booking system is open now and will close at the end of the day on Tuesday 26 January.

You will be required to log in to the system with your child's first name, surname and date of birth, along with entering your own details.

The whole of the evening will be held through this website and you will be able to access it through a smart phone, tablet, laptop or PC that is capable of supporting video calls. When you have an appointment, you will have a 5 minute video call with each teacher and, at the end of the call, you will be moved on to your next appointment automatically. We hope that this will be very straightforward.

If you have any questions about this process, please contact us through [familysupport@lathom.lancs.sch.uk](mailto:familysupport@lathom.lancs.sch.uk).

Yours sincerely

Mr M Wilde  
Assistant Headteacher