

# The Gilbert School

Part of the Alpha Trust



May 2026

Dear Parent/Carer

## **Remote Year 7 Parents' Evening (Y Pop) – Wednesday 3<sup>rd</sup> June (4.00pm – 6.30pm)**

We would like to invite you to meet with your child's teachers to discuss their progress on **Wednesday 3<sup>rd</sup> June 2026**. The appointments will take place remotely via our online 'School Cloud' Parents' Evening platform. You will need to use a device from home, in an appropriate location, which has a microphone and preferably a camera (optional), to connect with your child's teachers. We would encourage parents to see as many staff as possible to enable you to gain an accurate impression of your child's progress. 'School Cloud' does allow you to invite another parent to join you in the meeting on a different device should you require it. Instructions on how to do this are included in the guides accompanying this letter.

Appointments will be kept to a maximum of five minutes to allow as many parents as possible to meet staff and to ensure the remote booking system runs smoothly. If there are any issues that need to be discussed in greater detail, staff will be happy to make a separate telephone appointment with you at a later date. If your child's regular teacher is unavailable alternative feedback will be provided. If your child has more than one teacher for a subject, the main teacher only will be in attendance.

Please note that the 'School Cloud' system does not allow for the recording of meetings between staff and parents and the recording of staff through any other devices at any time during the evening must not occur.

The appointment booking system will open from **9.00am on Monday 11<sup>th</sup> May** and will close at **6.00pm on Monday 1<sup>st</sup> June**. Should you wish to make any changes after this date please contact Mrs Phillips, (Assistant Head of Year 7) on [aph@gilberd.com](mailto:aph@gilberd.com).

Please visit <https://thegilberdparentevening.schoolcloud.co.uk/> to book and join your appointments.

The 'Parents' Guides to booking and joining appointments' attached to this e-mail will provide you with additional information regarding the system, or alternatively, you can watch a short video guide by selecting [Video guide - how-to-book-and-join-appointments-on-School Cloud](#). Below this video guide are the instructions to invite another parent to join you in a meeting on a different device should you require it.

If you do not have access to the internet, please contact Mrs Phillips on [aph@gilberd.com](mailto:aph@gilberd.com) who will be happy to organise alternative feedback on your behalf.

We look forward to meeting you on **Wednesday 3<sup>rd</sup> June**.

Yours faithfully

Mr S Banham  
Head of Year 7

Headteacher: Mr J Mitchell

Brinkley Lane, Colchester, Essex CO4 9PU

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Alpha Trust

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