

# Parents' Guide for Booking Appointments

Browse to <https://yardleys.schoolcloud.co.uk/>

Yardleys School  
SchoolCloud  
Welcome to the Yardleys School booking system. Bookings can be amended via a link from the email confirmation - please ensure your email address is correct.

Parent Login Code: 12345678  
Student Date Of Birth: 5 May 2010  
Email: jseblogs@gmail.com  
Confirm Email: jseblogs@gmail.com  
Log In

## Step 1: Login

Fill out the details on the page then click the Log In button. A confirmation of your appointments will be sent to the email address you provide.

Enter your 'Parent Login Code' shared by the school via letter.

Please note – an email address is optional, but will provide you with an emailed confirmation of your appointment.

## Step 2: Select Thursday, 25<sup>th</sup> April

Click on the date you wish to book.

Unable to attend the remote session? Click *I'm unable to attend*.

(please note that attendance is expected and that this will result in a follow-up call from the school)

Year 8 Progress Evening (REMOTE)

This is a remote session with your child's teachers and will provide an opportunity to discuss how your child is getting on with their studies. Your child should also attend the remote session with you.

Click a date to continue  
Thursday, 25th April  
Open for bookings  
I'm unable to attend

## Step 3: Select Booking Mode

We recommend that you choose Automatic, since you will be making appointments with lots of teachers and the system will work out the most appropriate times for you within a given range.

Click *Next*.

## Step 4: Availability & Teachers

Select your availability. Please note that it may not be possible to fit all appointments in, if your availability is limited. The earlier you book, the better! Ideally, you should see all of your child's teachers, but you have the option to select who you want to see here.

Click *Generate Appointments*

Choose Booking Method

Date & Type of Booking

Thursday, 8th February

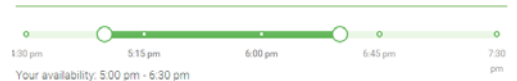
Select how you'd like to book your appointments, then click Next.

- Automatic  
Automatically book the best possible times based on your availability
- Manual  
Choose the time you would like to see each teacher

Next

Select the teachers you wish to see, then click below to continue.

Choose earliest and latest times



<input checked="" type="checkbox"/> Miss S AHMED Religious Education	<input checked="" type="checkbox"/> Ms J ARSHAD English	<input checked="" type="checkbox"/> Ms H BEGUM Science
<input checked="" type="checkbox"/> Mrs G CUNIAPPEN Spanish	<input checked="" type="checkbox"/> Ms H DAVIES Art	<input checked="" type="checkbox"/> Mr A HERBERT Design Technology
<input checked="" type="checkbox"/> Mr M JOHNSON Drama	<input checked="" type="checkbox"/> Ms S KHAN Computing	<input checked="" type="checkbox"/> Ms M MCGONIGLE Geography
<input checked="" type="checkbox"/> Mr M O'DONOVAN Maths	<input checked="" type="checkbox"/> Mr J PORTER History	<input checked="" type="checkbox"/> Miss N WERTZ Music

Generate Appointments

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## Step 5: Confirm Appointment Times

The most suitable appointment schedule available will be suggested based on your availability. You will have a short time (2 minutes) in which to accept these or reject them. Remember, there may be many parents using the system at the same time and appointment slots will be filled. The earlier you secure your appointments, the better! You will be able to change appointment times by logging in again if you need to.

Confirm Appointment Times

Here are your appointments. If you're happy with them, please click the Accept Appointments button within two minutes.

	Teacher	Student	Subject	Location
5:00 pm	Ms ASHFAQ	[REDACTED]	Chemistry	Video Call
5:05 pm	Ms BEGUM	[REDACTED]	Biology	Video Call
5:10 pm	Ms BRADLEY	[REDACTED]	PE	Video Call
5:15 pm	Ms GHAFOR	[REDACTED]	English	Video Call
5:20 pm	Dr GORDON	[REDACTED]	Maths	Video Call
5:25 pm	Mr KHAN	[REDACTED]	Physics	Video Call
5:30 pm	Ms STRINGER	[REDACTED]	Geography	Video Call
5:35 pm	Ms SYDENHAM	[REDACTED]	Art	Video Call
5:40 pm	Mr VAUGHAN	[REDACTED]	History	Video Call

Accept Appointments

Reject Appointments

### Please be ready for the start of the appointments

You will need to log in again to access your remote appointments. Please ensure that you login shortly before your first appointment. The appointments are timed and you will only be able to access an appointment during the 4 minute confirmed slot. Appointments will automatically finish at the end of the 4 minute slot.

Please contact the school if you are experience any technical difficulties with booking appointments. Thank you