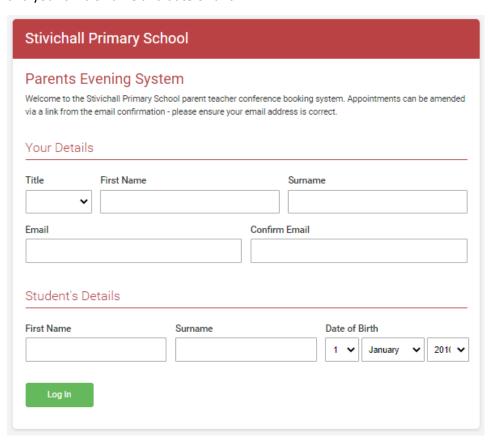# PARENT GUIDE TO BOOKING PARENT CONSULTATION MEETINGS
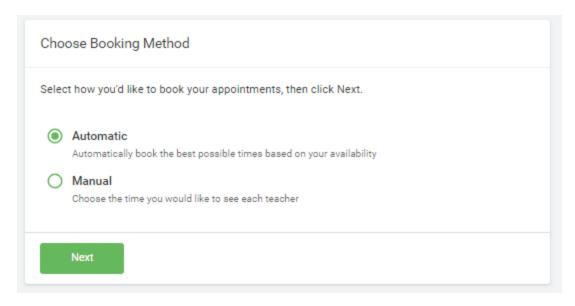
Logging in:

The login page link is:https://stivichall.schoolcloud.co.uk/

When logging into the Parents evening you need to fill in your details which is your name and

and your child's name and date of birth.

Booking appointments:

Once you are logged in there will be the parents evening where you can select the evening which will suit you best and then you will have two options of booking.

Choose Booking Method

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

Automatic will ask you for the time you are available on that evening and will give you a time slot.

Manual will let you chose your slot from the ones available.

PLEASE REMEMBER TO ONLY MAKE ONE BOOKING PER CHILD.