THE WELLS ACADEMY

INTEGRITY • RESILIENCE • AMBITION

3rd September 2026

Dear Families

Year 11 Academic Success Evening

As we approach this critical stage in your child's academic journey, I am writing to inform you about our upcoming Year 11 Academic Success Evening.

This event, scheduled for **Thurday 17th September 2026** from **4 – 6.30pm**, is designed to provide you with guidance and support as your child approaches their final GCSE examinations.

The evening comprises two essential components. Firstly, we are offering the opportunity to book a five-minute slot with your child's teachers in Maths, English and Science. This will provide a platform for you to discuss your child's progress. In addition to these slots, you have the opportunity to:

- Engage directly with all of your child's GCSE teachers, Head of Year and Senior Leadership Team
- Obtain information about how you can support your child in the lead up to exams
- Learn top tips and strategies for effective revision
- Obtain and buy revision resources

In order to book appointments with your child's Maths, English and Science teacher, we will use our online appointment booking system, *SchoolCloud*. This allows you to choose your own appointment times and you will receive an email to confirm them. Please note, bookings will last 5-minutes and are available on a first-come-first-served basis.

Please visit https://thewellsacademy.schoolcloud.co.uk/ to book your appointments. A short guide on how to add appointments is below. You will need the following information to login:

- Parent title and Surname
- Your child's First Name, Surname and Date of Birth

If you are unable to make appointments using the online system, please contact the academy office for advice on (0115) 748 3390 or email admin@thewellsacademy.org

I look forward to seeing you at this event.

Yours sincerely

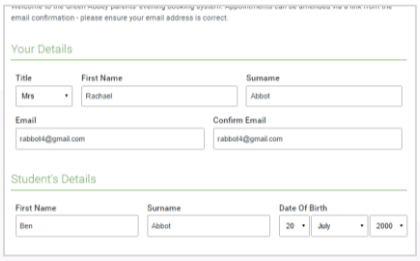
Mr G Coles
Principal

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Family Guide for Booking Appointments

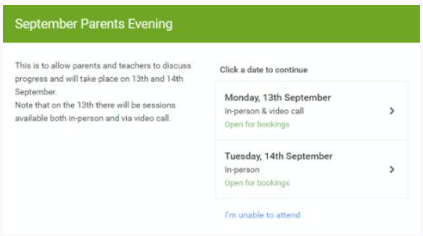
Browse to https://thewellsacademy.schoolcloud.co.uk/



Step 1: Login

Fill out the details on the page then click the *Log In* button.

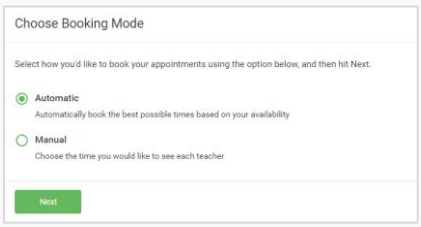
A confirmation of your appointments will be sent to the email address you provide.



Step 2: Select Parents' Evening

Click on the date you wish to book.

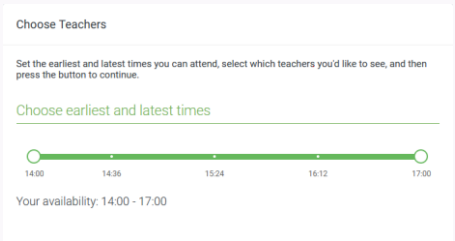
Unable to make all of the dates listed? Click *I'm unable to attend*.



Step 3: Select Booking Mode

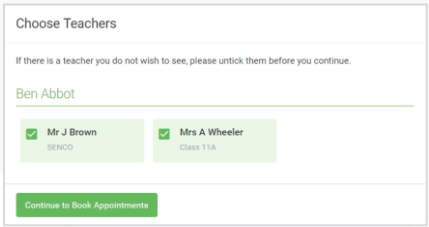
Choose *Automatic* if you'd like the system to suggest the shortest possible appointment schedule based on the times you're available to attend. To pick the times to book with each teacher, choose *Manual*. Then press *Next*.

We recommend choosing the automatic booking mode when browsing on a mobile device.



Step 4: Select Availability

Drag the sliders at the top of the screen to indicate the earliest and latest you can attend.

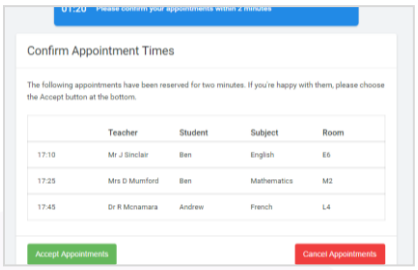


Step 5: Choose Teachers

Select the teachers you'd like to book appointments with. A green tick indicates they're selected. To de-select, click on their name.

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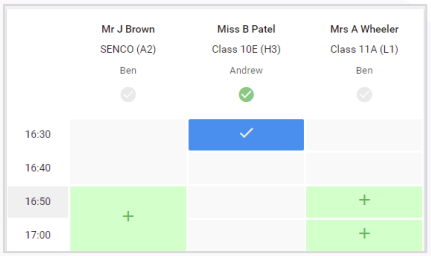
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Step 6: Book Appointments (Automatic)

If you chose the automatic booking mode, you'll see provisional appointments which are held for 2 minutes. To keep them, choose Accept at the bottom left.

If it wasn't possible to book every selected teacher during the times you are able to attend, you can either adjust the teachers you wish to meet with and try again, or switch to manual booking mode.



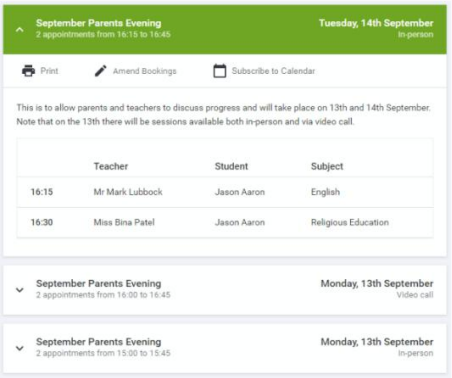
Step 7: Book Appointments

Click any of the green cells to make an appointment. Blue cells signify where you already have an appointment. Grey cells are unavailable.

To change an appointment, delete the original by hovering over the blue box and clicking *Delete*. Then choose an alternate time.

You can optionally leave a message for the teacher to say what you'd like to discuss, or raise anything beforehand.

Once you're finished booking all appointments, at the top of the page in the alert box, press *click here* to finish the booking process.



Step 8: Finished

All your bookings now appear on the My Bookings page. An email confirmation has been sent and you can also print appointments by pressing *Print*. Click *Subscribe to Calendar* to add these and any future bookings to your calendar.

To change your appointments, click on *Amend Bookings*.