



# New Cangle Community Primary School

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Headteacher: Ms Jacqueline Brading

30<sup>th</sup> Jan 2024,

Dear parents and carers,

## Parents' Evening

Bookings for Parents' Evenings on the 7<sup>th</sup> and 14<sup>th</sup> February will go live today at 5pm. Parents will be able to book a face to face appointment for either date. Virtual appointments can be made for 14<sup>th</sup> February only. Appointments will be 10 minutes long and will enable you to find out how your child is progressing and to raise any concerns.

In order to use our online booking system, please use the link below and refer to the guide that is published on the last pages of this newsletter.

<https://newcangle.schoolcloud.co.uk/>

## Parking before and after school

We have once again had complaints from our neighbours about inconsiderate parking by parents before and after school. We understand parking can be an issue at pick up time, but please do not block drives or pavements for others. This is especially a problem in Friar Close, in front of the school.

## Parent Governors

We have had a good response to my previous plea for parents/carers to come forward as governors and some parents/carers recently attended our governing board meeting as observers. We are now in the process of confirming who wishes to move forward as governors, and will let the school community know the results of this process in due course.

## Valentine's Day Disco

Thanks to the Friends of the Cangle will be running a Valentine's Day themed disco on Thursday 15<sup>th</sup> February. Please see the poster for more details.

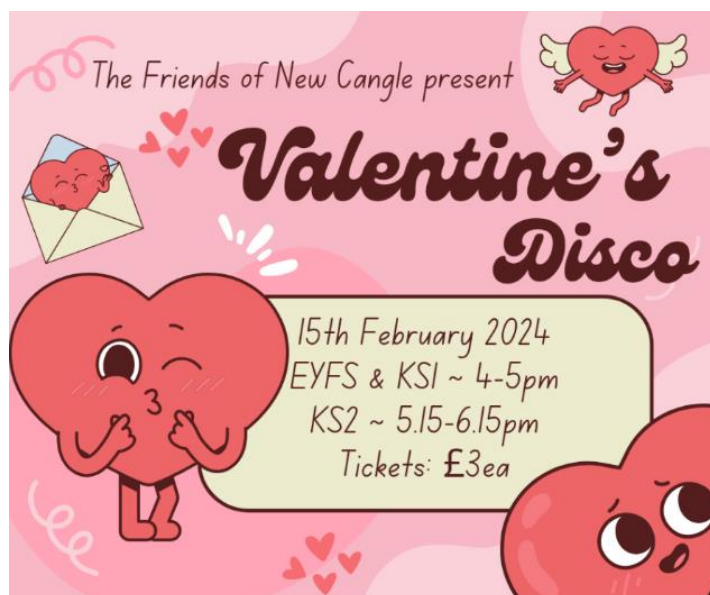
If you have any questions about any of the contents of this newsletter or any other issues, please do get in touch.

Yours faithfully,

*J. Brading*

Jacqueline Brading

Head teacher



## Spring Term Events Calendar

Week	Class	Events
29 <sup>th</sup> Jan	Year 5 & 6 Year 4	Mon 29 <sup>th</sup> Jan – 1 <sup>st</sup> Feb Bikeability Training Tues 30 <sup>th</sup> – 2pm – Learning Together
5 <sup>th</sup> Feb	Year 3 Whole School	Mon 5 <sup>th</sup> Feb – 2pm – Learning Together Wed 7 <sup>th</sup> Feb – Parents Evening 3.30pm – 7pm
12 <sup>th</sup> Feb	Year 1 Whole School Whole School	Wed 14 <sup>th</sup> Feb – 2pm – Learning Together Wed 14 <sup>th</sup> Feb – Parents' Evening 3.30pm – 5pm Thurs 15 <sup>th</sup> Feb – Friends of the Cangle Valentine's Disco
19 <sup>th</sup> Feb	Half Term	
26 <sup>th</sup> Feb	Year 5	Thurs 29 <sup>th</sup> Feb – 2pm – Learning Together
4 <sup>th</sup> March	Year 5 Sunbeams Whole School Year 3-6 Girls	Wed 6 <sup>th</sup> Mar – Visit to Fitzwilliam Museum Wed 6 <sup>th</sup> Mar – 2pm – Learning Together Thurs 7 <sup>th</sup> March - World Book Day – details to be confirmed Fri 8 <sup>th</sup> March 1.15pm-3.30pm – Girl's Football Event @ New Croft
11 <sup>th</sup> March	Year 5&6 Year 6 Whole School	Tues 12 <sup>th</sup> March – STEM Challenge Day Wed 13 <sup>th</sup> – 15 <sup>th</sup> March – Residential Visit to PGL Bawdsey Fri 15 <sup>th</sup> March – Red Nose Day – details to be confirmed
18 <sup>th</sup> March	Year 4	Mon 18 <sup>th</sup> March – visit to St Mary's Church
25 <sup>th</sup> March	Whole School	Thurs 28 <sup>th</sup> March – Last Day of Term

## Parents' Guide for Booking Appointments

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

newcangle.co.uk is an external system. Please ensure you are logged in to the system before using it. If you are not logged in, you will be prompted to log in. If you are logged in, you will be prompted to confirm your email address. Please ensure your email address is correct.

**Your Details**

Title  First Name  Surname

Email  Confirm Email

**Student's Details**

First Name  Surname  Date Of Birth

### 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.

September Parents Evening

This is to allow parents and teachers to discuss progress and will take place on 13th and 14th September.  
Note that on the 13th there will be sessions available both in-person and via video call.

Click a date to continue

Monday, 13th September

In-person & video call

Open for bookings

Tuesday, 14th September

In-person

Open for bookings

[I'm unable to attend](#)

## 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*.

Choose Booking Method

What date would you like to book?

Monday, 13th September

What type of appointment would you like?

☒ In-Person

☐ Video Call

Next

Back

## Step 3: Select in-person or video

When you choose a date that has both in-person and video appointment sessions available you can choose which one you want to book.

Then press Next.

Choose Booking Mode

Select how you'd like to book your appointments using the option below, and then hit Next.

☒ Automatic

Automatically book the best possible times based on your availability

☐ Manual

Choose the time you would like to see each teacher

Next

## Step 4: 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.

Choose Teachers

Set the earliest and latest times you can attend, select which teachers you'd like to see, and then press the button to continue.

Choose earliest and latest times

14:00

14:36

15:24

16:12

17:00

Your availability: 14:00 - 17:00

## Step 5: Select Availability

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

Choose Teachers

If there is a teacher you do not wish to see, please untick them before you continue.

Ben Abbot

☒ Mr J Brown

BENCO

☒ Mrs A Wheeler

Class T1A

Continue to Book Appointments

## Step 6: 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.

Confirm Appointment Times

The following appointments have been reserved for two minutes. If you're happy with them, please choose the Accept button at the bottom.

	Teacher	Student	Subject	Room
17:10	Mr J Sinclair	Ben	English	E6
17:25	Mrs G Mumford	Ben	Mathematics	M2
17:45	Dr R Monamara	Andrew	French	L4

Accept Appointments

Cancel Appointments

## Step 7: 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.

	Mr J Brown SENCO (A2) Ben	Miss B Patel Class 10E (H3) Andrew	Mrs A Wheeler Class 11A (L1) Ben
16:30		Booked ✓	
16:40			
16:50	+		+
17:00			+

## Step 8: 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.

September Parents Evening			Tuesday, 14th September
2 appointments from 16:15 to 16:45			In-person
<a>Print</a> <a>Amend Bookings</a> <a>Subscribe to Calendar</a>			
This is to allow parents and teachers to discuss progress and will take place on 13th and 14th September. Note that on the 13th there will be sessions available both in-person and via video call.			
	Teacher	Student	Subject
16:15	Mr Mark Lubbock	Jason Aaron	English
16:30	Miss Bina Patel	Jason Aaron	Religious Education
September Parents Evening			Monday, 13th September
2 appointments from 16:00 to 16:45			Video call
September Parents Evening			Monday, 13th September
2 appointments from 15:00 to 15:45			In-person

## Step 9: 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*.