



HARROGATE
GRAMMAR SCHOOL
EXCELLENCE FOR ALL

12 March 2026

Dear Parent/Carer

Year 7 Parent Consultation Evening

I would like to invite you to a 'virtual' Year 7 Parent Consultation Evening with subject staff on **Tuesday 21 April 2026 from 4:00pm to 7:00pm**. The consultation evening will take place remotely via video call using the Parent Evening System.

Appointment booking

Our online booking system allows you to choose your appointment times with teachers. **The online booking system will be live from 6pm on Thursday 19 March to 6pm on Thursday 26 March 2026.**

Please visit <https://harrogategrammar.schoolcloud.co.uk/> to book your appointments. A short guide on how to add appointments is included with this letter. If you have any questions or difficulties, or you wish to change an appointment, please email mail@hgs.rklt.co.uk.

Please login using the following information:

- Your first name, surname and email address (as indicated on the school's system)
- Your child's preferred first name, surname and date of birth

You can invite another parent or carer to join the video call from a different location. Instructions on how to do this are included below.

Appointment length

Appointments will be **5-minute** slots with the teacher. There is an additional 1 minute, acting as a buffer after the call ends, to allow you and the teacher to prepare for the next call. Due to timer restrictions, the system is set up to end the call after 5 minutes and this is something the teachers have no control over.

Who can I make an appointment with?

Appointments are on a 'first-come, first-served' basis, and are limited to 30 slots in total per teacher. In a small number of cases, not all parents can be seen by teachers with more than one Year 7 class, as with all parent consultation evenings. There is an option to add your name to a waiting list, if there is a particular teacher you would like to see. If an appointment becomes free, you will automatically be added to that teacher's appointment list.

To allow more parents to speak to subject teachers and shorten the length of the Parents Evening for you, for the subjects below, you will be able to book to see one teacher, ie the MFL teacher will talk to you about both French and German/Spanish. They will be able to provide feedback across the subject area.

- MFL – book to see either French, Spanish or German
- Humanities – book to see either Religious Studies, History or Geography
- Art and Design – book to see either Art or DT

For any computing classes, if you would like feedback from your child's computing teacher, please email DaviesSE@hgs.rklt.co.uk.

Please note that many Form Tutors also teach a Year 7 class, so tutor appointments will not be available.

If you wish to obtain feedback from a tutor, or from a teacher with whom you are unable to meet, please email mail@hgs.rkt.co.uk and the appropriate teacher or tutor will respond either by email or telephone.

Appointments can also be made with myself for any pastoral or general Year 7 matters. If you would like to make an appointment, please contact DaviesSE@hgs.rkt.co.uk and we will book around your existing appointments.

Accessing the video appointments on the evening

On the evening, please log in to the [Parent Evening System](#) in plenty of time for your first appointment. Please log in using your child's school iPad and ensure this is fully charged. A guidance video detailing step by step instructions how to access the video calls will be emailed to you ahead of the evening. Once you have logged in you will be able to remain logged in and on the same meeting screen between appointments. This should help to avoid any technical issues between appointments.

Your son/daughter is invited to join you for any video calls on the evening. We feel this enables students to fully appreciate how they are progressing and what they can do to achieve their full potential.

We look forward to seeing you online.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'K Wilkinson', written in black ink on a white background.

Mrs K Wilkinson
Year 7 Manager