

# Ballakermeen High School



Chair of Governors: Mr Alex F Downie OBE  
Head Teacher: Mr. Graeme Corrin BA (Hons) NPQH

St. Catherine's Drive  
Douglas  
Isle of Man  
IM1 4BE  
Telephone: 01624 648700  
Email: [bhsenquiries@sch.im](mailto:bhsenquiries@sch.im)  
Website: [www.bhs.sch.im](http://www.bhs.sch.im)

17<sup>th</sup> June 2024

Dear Parent or Carer

## Year 8 Academic Review Day – Thursday 27<sup>th</sup> June 2024

We would like to invite you to our Year 8 Academic Review Day on Thursday 27<sup>th</sup> June. The event will be held in the school's Sixth Form Centre between the hours of 8am and 7pm.

The day will provide you with the opportunity to meet with your child's Form Tutor to discuss their academic progress.

This year, appointments will be made via an online booking system. Full details of how to log in and make a booking are outlined below. Tutors will publish their hours of availability (i.e. 8am-3.30pm) and appointments are to be made during this window. Tutors will ensure they allocate enough slots to enable each of their tutees to receive an appointment. These will be allocated on a first come, first served basis. In the instance that you log in to the Parents Meetings platform to find no appointments slots remaining, please contact the school using [bhsenquiries@sch.im](mailto:bhsenquiries@sch.im).

We recommend that you log into the system **before Thursday 20<sup>th</sup> June 2024** to ensure you can gain access to the platform. You will not, however, be able to make an appointment until bookings open. If you are experiencing any difficulties, please contact the school using [bhsenquiries@sch.im](mailto:bhsenquiries@sch.im).

Online booking will be open from:

- 8am on Friday 21<sup>st</sup> June 2024 until midday on Tuesday 25<sup>th</sup> June 2024.

Please ensure you log in as soon as possible to ensure that you secure your preferred appointment time.

When you make your appointment, you will have the option to enter any queries relating to your child's progress that you wish to discuss during the 15 minute meeting. Your child's tutor will then endeavour to gather the relevant information from the appropriate subject staff in advance of Academic Review Day. **Please note, questions can't be entered or edited once the booking has been made.**

**On the day itself, students will be on study leave;** this enables us to staff the meetings throughout the working day, as well as before and after normal school hours. **Students are expected to attend the review meeting with you, dressed in full school uniform.**

If you have any questions about the above event please do not hesitate to contact your child's tutor.

Yours sincerely

Mr M Stokoe  
Head of Year 8

Miss J. Hicks  
Key Stage 3 & 4 Leader

OUR VALUES:  
NYN GURMYN

Kindness  
Kenjallys

Honesty  
Ynrickys

Respect  
Arrym

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

**Your Details**

Title: Mrs, First Name: Rachael, Surname: Abbot

Email: rabbot4@gmail.com, Confirm Email: rabbot4@gmail.com

**Student's Details**

First Name: Ben, Surname: Abbot, Date Of Birth: 20 July 2000

**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.

*Please note that the two email addresses must match – this is case sensitive!*

*Your first and last name and your child's date of birth, must match our records.*

**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 the date listed? Click I'm 'unable to 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 (SENCO)
- Mrs A Wheeler (Class 11A)

Continue to Book Appointments

**Step 3: Choose Teacher**

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

*The only option should be your child's tutor(s).*

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

**Step 4: 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.

*After reading your child's report, if you have any queries about a particular subject, you should add a message at the time of booking.*

*Please note, you are unable to add a query that you may need to discuss after the booking has been made.*

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 (In person)

2 appointments from 16:15 to 16:45

Print Amend Bookings Subscribe to Calendar

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 (Video call)

2 appointments from 16:00 to 16:45

September Parents Evening Monday, 13th September (In person)

2 appointments from 15:00 to 15:45

**Step 5: 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*.

*You can amend your booking any time before bookings close.*