



21 November 2023

Dear Parent/Carer,

Year 9 Parents' evening - Appointment Bookings

I would like to invite you to attend the Year 9 Parents' Evening on **November 28th between 3.45pm and 6pm**. For the first time in recent years, we would like to offer you the opportunity to meet with your child's teachers **either online** through 'School Cloud' **or 'Face to Face'** in school. Whatever your preference, we are asking parents to book up to 8 appointments online in advance, using the details below.

Online appointments last for 4 minutes and are available between **3.45pm and 4.45pm**, and **face-to-face meetings** in person last for 5 minutes and are available between **5.00pm and 6.00pm** in school.

The booking system allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

Appointments can be made from 12 noon on Tuesday 21st November 2023 and will close at 12 noon on Tuesday 28th November 2023. Should you wish to make any changes after this date please contact the pastoral team.

Please visit <https://ysgolaberconwy.schoolcloud.co.uk> to book your appointments. A short guide on how to add appointments is included with this letter, as well as a code of conduct, which we respectfully ask you to read and observe on the evening.

You will need the following information to login: Student's First Name, Student's Surname and their Date of Birth, as well as your own details.

If you choose to attend your appointments online, these will be hosted through the same system as we are using for the bookings. We have posted a variety of useful information to help you with this system on our website here: https://www.aberconwy.conwy.sch.uk/en_gb/parent-evenings/, but if you need any further assistance, please get in touch.

If you choose to attend your appointments in person, please aim to arrive at school in advance of your bookings and bring a copy of your appointment times with you.

Whichever way you choose to meet with your child's teachers, we look forward to seeing you on the night!

Yours sincerely

Ian Gerrard
Headteacher

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Annwyl Riant/Ofalwr,

Noson Rhieni Blwyddyn 9 - Trefnu Apwyntiadau

Hoffwn eich gwahodd i fynychu Noson Rhieni Blwyddyn 9 ar **Tachwedd 28^{ed} rhwng 3.45pm a 6pm**. Am y tro cyntaf yn y blynyddoedd diwethaf, hoffem gynnig y cyfle i chi gwrdd ag athrawon eich plentyn **naill ai ar-lein** trwy 'School Cloud' neu '**Wyneb yn Wyneb**' yn yr ysgol. Beth bynnag fo'ch dewis, rydym yn gofyn i rieni drefnu hyd at 8 apwyntiad ar-lein ymlaen llaw, gan ddefnyddio'r manylion isod.

Mae **apwyntiadau ar-lein** yn parhau am 4 munud ac ar gael rhwng **3.45pm a 4.45pm**, ac mae cyfarfodydd **wyneb yn wyneb** yn parhau am 5 munud ac ar gael yn yr ysgol rhwng **5.00pm a 6.00pm**.

Mae'r system archebu yn eich galluogi i ddewis eich amseroedd apwyntiad eich hun gydag athrawon a byddwch yn derbyn e-bost yn cadarnhau eich apwyntiadau.

Gellir gwneud apwyntiadau o ganol dydd Mawrth Tachwedd 21 a byddant yn cau am ganol dydd ddydd Mawrth Tachwedd 28^{ed}. Os hoffech wneud unrhyw newidiadau ar ôl y dyddiad hwn, cysylltwch â'r tîm bugeiliol.

Ewch i <https://ysgolaberconwy.schoolcloud.co.uk> i drefnu apwyntiad. Mae canllaw byr ar sut i ychwanegu apwyntiadau wedi'i gynnwys gyda'r llythyr hwn, yn ogystal â chod ymddygiad, y gofynnwn yn barchus ichi ei ddarllen a'i ddilyn ar y noson.

Bydd angen y wybodaeth ganlynol arnoch i fewngofnodi: Enw Cyntaf y Myfyriwr, Cyfenw'r Myfyriwr a'u Dyddiad Geni, yn ogystal â'ch manylion eich hun.

Os ydych yn dewis mynychu eich apwyntiadau ar-lein, bydd y rhain yn cael eu cynnal drwy'r un system ag yr ydym yn ei defnyddio ar gyfer yr archebion. Rydym wedi postio amrywiaeth o wybodaeth ddefnyddiol i'ch helpu gyda'r system hon ar ein gwefan yma: <https://www.aberconwy.conwy.sch.uk/cy/parent-evenings/>, ond os oes angen unrhyw gymorth pellach arnoch, mae croeso i chi gysylltu â ni.

Os ydych yn dewis mynychu eich apwyntiadau yn bersonol, anelwch at gyrraedd yr ysgol cyn eich apwyntiadau a dewch â chopi o amseroedd eich apwyntiad gyda chi.

Pa bynnag ffordd y byddwch yn dewis cyfarfod ag athrawon eich plentyn, edrychwn ymlaen at eich gweld ar y noson!

Yn gywir

Ian Gerrard
Pennaeth

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