

21st November 2025

RE: Introducing SchoolCloud for Parents' and Carers Evenings

Dear Parents and Carers,

We are delighted to announce that we will be using **SchoolCloud** for all future Parents' and Carers Evenings. This secure online system makes booking appointments quick and easy, ensuring you can meet with your child's teachers at times that suit you.

What is SchoolCloud?

SchoolCloud allows you to:

- Book appointments online from any device.
- View and manage your schedule easily.
- See upcoming school events and stay informed.
- Receive reminders and updates about your bookings.

Why are we using SchoolCloud?

This system helps us streamline the process, reduce waiting times, and provide a more convenient experience for families.

You will/should have received a separate communication via email with your unique login code to access SchoolCloud and make your bookings. Once you have your login code, please book your appointments as follows:

1. Go to <https://ernestbevinacademy.schoolcloud.co.uk/>
2. Fill out the details on the page and click 'log in'
3. Select the parents evening
4. Select your booking times with the teachers you need.

For any queries, including information about your login, please contact us via

mail@ernestbevinacademy.org.uk

Thank you for your continued support in helping us improve communication and engagement.

Kind regards,

Miss Asiedu

Executive Assistant



Ernest Bevin Academy

The best in everyone™

Part of United Learning

Parents' Guide for Booking Appointments

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

Ernest Bevin Academy

EBA - Parents' Evening

Welcome to the Ernest Bevin Academy booking system. Bookings can be amended via a link from the email confirmation - please ensure your email address is correct.

Parent Login Code

Student Date Of Birth

Email

Confirm Email

Log In

Step 1: Login using unique code and email address.

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 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 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.

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



Your availability: 14:00 - 17:00

Step 4: 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

<input checked="" type="checkbox"/> Mr J Brown SENCO	<input checked="" type="checkbox"/> Mrs A Wheeler Class 11A
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[Continue to Book Appointments](#)

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.

01:20 Please select your appointments within 2 minutes

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 D Mumford	Ben	Mathematics	M2
17:45	Dr R Monamara	Andrew	French	L4

[Accept Appointments](#) [Cancel Appointments](#)

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.

	Mr J Brown SENCO (A2) Ben	Miss B Patel Class 10E (H3) Andrew	Mrs A Wheeler Class 11A (L1) Ben
16:30		<input checked="" type="checkbox"/>	
16:40			
16:50	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
17:00	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

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.

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
2 appointments from 16:15 to 16:45
Tuesday, 14th September
in person

[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
2 appointments from 16:00 to 16:45
Monday, 13th September
Video call

September Parents Evening
2 appointments from 15:00 to 15:45
Monday, 13th September
in person

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*.