



HIGHAM LANE

NORTH ACADEMY

Student Progress Evenings

Family information, advice and
guidance

What are Student Progress Evenings?

- An opportunity to speak to your child's subject teachers to hear how well your child is learning the KS3 curriculum and what next steps are to make even more progress in each subject area.
- Each subject appointment is 5 minutes long.
- As you are able to make appointments for each subject, this means that you are given between 30 - 40 minutes of feedback on progress from teachers who teach your child.
- This is in addition to the Student Progress Reports that are issued in January and July.

When do Student Progress Evenings take place?

- Thursday 19th March 2026 from 2.15pm to 7.00pm
- Thursday 26th March 2026 from 2.15pm to 7.00pm
- Wednesday 15th April 2026 from 2.15pm to 5.30pm

- Please choose the appointment time within this time frame which is most convenient to you.
- Appointments are for a maximum of 5 minutes. Please ensure you book only 1 appointment with each subject teacher.

How do I make appointments?



All appointments for Student Progress Evenings are made through a parents evening booking system known as SchoolCloud. This is the same system that was used for the family review evening last term.



Please refer to the accompanying guide for information. This can be accessed at the following website address:



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



or via the school website by clicking the Families tab and then “Parents’ Evening Booking System.”

How do I make appointments?

- To book appointments, please log onto <https://highamlanenorth.schoolcloud.co.uk> or the school website and enter the following information to enable you to log in:
- 1. Title
- 2. Parent's first name
- 3. Parent's surname
- 4. Parent's email address
- 5. Son's/Daughter's preferred first name i.e. the name they are known by their teachers e.g. Sue instead of Susan, Chris instead of Christopher, etc
- 6. Son's/Daughter's surname
- 7. Son's/Daughter's Date of Birth - dd/mm/yyyy
- The accompanying 'Parents' Guide for Booking Appointments' then takes you step by step through the booking process.
- Note: Items 2, 3, 4, 5, 6 and 7 above must match our records as this is how we verify your account.
- Note: The number of appointments are limited. Therefore, only one parent is able to book.

How do I make appointments?



The appointment booking system for meetings with Year 7 teachers will go live at 6pm on Wednesday 11th March 2026 and will close on Wednesday 18th March at midday.



Please note: the online booking system operates on a first-come, first-served basis.



What if I experience difficulties logging in or I don't have internet access?



If you experience difficulties logging in, please contact our Administrator via ParentProgress@hlina.co.uk.

What happens at Student Progress Evenings?

Please report to the signing in area outside Reception on arrival, in order to register your attendance. Please ensure that you keep to the five-minute allocated time with each teacher; this is essential to the smooth running of the appointments system.

Please note that on these days, school will close at 2pm for students. There will be no clubs to enable staff to attend the Student Progress Evening.

How to get the most from a 5-minute appointment

Use your child's report as a guide for discussion. If your child is doing very well, use this time to listen to what next steps are to be even better in a subject

If there are some small concerns, use this time to hear what the specific steps are from teachers to improve in each subject.

If you have wider concerns about your child's progress in a subject, please do not leave it until Progress Evenings to discuss a matter that requires more time. You can contact us at hello@hlna.co.uk for the attention of the curriculum leader/teacher.

How to get the most from a 5-minute appointment

Use the website for support and guidance – each subject area has a KS3 learning journey and information about what is covered in lessons. Reading these will ensure that we don't waste time covering what is covered in lessons.

Look through your child's green assessment feedback sheets – these direct your child to what their next steps for improvement are.

Look through your child's exercise books and folders – where your child has used green pen, this is where they needed to either improve their answers/provide more knowledge.

How to get the most from a 5-minute appointment



Use the feedback sheet that will be provided to you when you arrive so that you can write a summary of what has been said at the appointment.



Keep this at home to refer to when supporting your child alongside checking exercise books and folders – and in particular the use of green pen and green feedback sheets

How to get the most out of the appointments

Subject	What is going well	Targets and actions to make even more progress

- We will also provide you with a booklet which will enable you to make notes on each conversation.
- This will also include messages that we use in school to promote independence and resilience with learning.

Why it is important to respect the 5 minute appointment time

- All parents/carers want the same time with teachers that you want for your child.
- When appointments run over, this puts the teacher's schedule out-of-sync and means that either other parents miss their appointment and/or the teacher is staying behind long after the evening has finished to catch-up on any appointments that were missed. Other parents are also staying behind later as their evening has gone awry from missing their scheduled slot.
- Please kindly understand that we must all work together to respect everyone's time. Without this commitment, the evenings are not as successful as they could be.

Face-to-face or online appointments?



We feel that it is important for you to have as many opportunities as possible to come into the school that your child goes to.



We think that when we meet face-to-face this helps to foster our positive school community.



However, we recognise that online appointments can also bring many benefits.



We will seek your thoughts on f2f/online appointments and may possibly offer a hybrid approach over the 5 years.



We will also seek your thoughts and feedback more generally after the progress evenings.



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**Thank you for your time as we continue to work together
in partnership to support your child.**