



Thursday 26th March 2026

Parents' Evening Appointments

Dear Parents and Carers,

We are somehow just over half way through this academic year now and I am delighted to invite you to book a parents' evening appointment with your child's teacher. Appointments will take place after school on Wednesday 11th and Thursday 12th March.

So that teachers can meet with all parents, the appointments are limited to 10 minutes each. If you believe you may need longer to discuss your child, or there are no suitable times, please let the class teacher know, via email, so that they can try to accommodate you.

I am pleased to let you know that we have established an electronic system for booking these appointments, giving parents choice over times and alleviating the need for paper slips that are easy to misplace in the bottom of a school bag.

To book an appointment, please log onto the MCaS app, select the Parents' Evening tab and follow the on-screen instructions. If you encounter any problems, please reach out to the Admin Team who will be more than happy to assist you. Bookings will **open on 3rd March at 6pm** and **close on 6th March at 6pm**.

We are all looking forward to sharing and celebrating your child's achievements with you.

With best wishes,

Amy Preece

Head of School