Tuesday 27th February 2024

Dear Parent/Carer

1SV Parents' Evenings: Monday 4th March 2024

Due to unforeseen circumstances, Miss Verity's Parents' Evening was cancelled on Wednesday 14th February. The rescheduled Parents' Evening will now take place on **Monday 4th March 2024** and will be in your child's classroom.
This is an important time which provides you with an opportunity to discuss your child's progress with their class teacher(s).

We will focus on

- How they have progressed throughout this academic year in terms of behaviours for learning, attainment and achievements
- What we are focusing on and deepening knowledge in
- How you can continue to support your child's learning

You will be able to book an appointment online, allowing you to choose an allocated time with your child's teacher(s). Each appointment will be for 10 minutes per child. You will then receive an email confirming your booking.

The booking of appointments can be made online via the MCAS (My Child At School) app **between 16.00 p.m. on Tuesday 27th February and 12.00 noon on Friday 1st March 2024.** Should you wish to make any changes after this date please contact the school office.

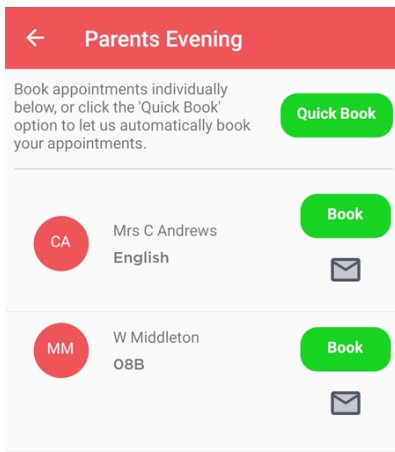Please see the attached Parent Guide for booking appointments via the MCAS app.

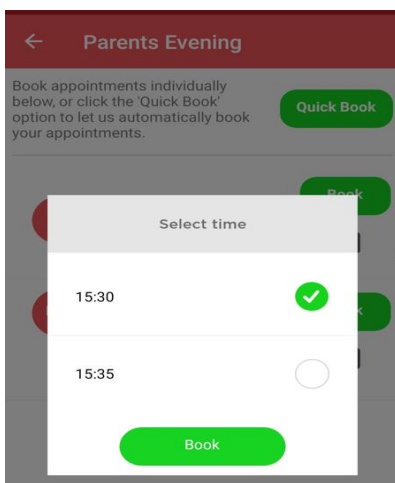Yours sincerely

Mrs V Pankhania
Headteacher

Parents' Guide for Booking Appointments with the MCAS Parent App

Login to the **MCAS Parent Portal**, from the left **Menu** select the **Parents Evening** option. This will open the **Parents Evening** page displaying **Appointments** that can be booked.

Select the one you wish to **Book** and click the **Book** button.

Then select the **Time** and click the **Book** button. A message will be displayed **Evening booked successfully**, click **OK**.

The selected **Appointment** will now display as **booked**, with the selected **Time**, you can **Cancel** it by clicking the **Cancel** button.