

Thursday 5th February 2026

Dear Parents and carers,

Parents' Evenings for Reception to Year 6 children are taking place in March.

The Parents' Evenings will take place on:

- **Monday 2nd March, from 3:30pm to 7:00pm**
- **Wednesday 4th March, from 3:30pm to 7:00pm**

Please note:

- Beech class – appointments will be with Miss Hall or Mrs Waite
- Chestnut class – appointments will be with Miss Freeman or Miss Kenward

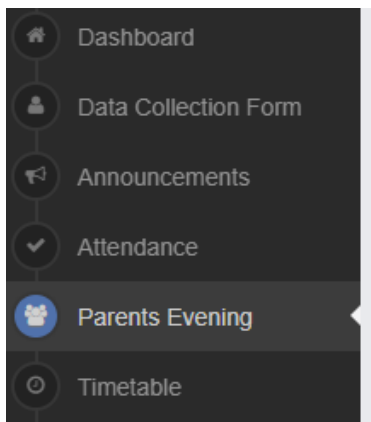
Book your appointments on the My Child At School app (MCAS). See instructions on next page. If you need help making the appointment, please contact the office.

Kind regards,

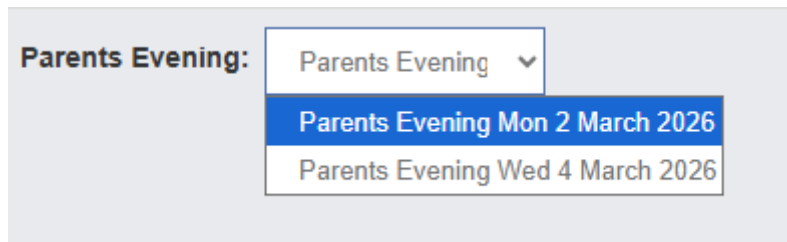
HVA Admin team

How to book Parents Evening appointments

1. Log into MCAS. On the left-hand pane, click on Parents Evening.



2. On the Parents Evening page, toggle between the dates in the drop-down list on the top left-hand of the page. Choose your preferred date.



3. Click on the red box to access the meeting slots and book your required slot.

Date: 02 March 2026, 15:30
Booking will close on 02 March 2026, 08:00
Appointments that need booking

Miss L Porter
Elm

You can use the boxes above to book appointments individually, or the 'Quick book' option below to let us automatically book your appointments.

Quick Book

Appointments that have already been booked

A screenshot of a table titled "Time slots for Miss L Porter". The table has three columns: "Time", "Available", and "Book". The rows show time slots from 15:30 to 18:50. The slots at 15:50 and 17:00-17:10 are highlighted in red and marked as "Not Available".

Time	Available	Book
15:30	Available	Book
15:40	Available	Book
15:50	Not Available	
16:00	Available	Book
16:10	Available	Book
16:20	Available	Book
16:30	Available	Book
16:40	Available	Book
16:50	Available	Book
17:00	Not Available	
17:10	Not Available	
17:20	Available	Book
17:30	Available	Book
17:40	Available	Book
17:50	Available	Book
18:00	Available	Book
18:10	Available	Book
18:20	Available	Book
18:30	Available	Book
18:40	Available	Book
18:50	Available	Book

4. If you have any problems please contact the office and we will be able to make the booking on your behalf.