Montgomery Academy

An Academy within the Fylde Coast Academy Trust

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Inspiring Excellence Together

3rd November 2026

Year 9 Face-to-Face Progress Evening

Thursday 19th November, 4:30pm–7:30pm
Appointment booking opens at 9:00am on Tuesday 10th November

Dear Parent/Carer,
We would like to invite you to our **Year 9 Progress (Parents') Evening on Thursday 19th November, from 4:30pm until 7:30pm**. The evening provides an important opportunity for you, your child and their teachers to discuss their current progress, including their effort in lessons, home learning and preparation for their forthcoming assessments.

Although the evening will be face to face, appointments must be booked in advance online through the MCAS App. This allows you to select your preferred appointment times and view all of your appointments directly within the app.

Booking your appointments
Appointments will be available to book from 9:00am on Tuesday 10th November until 5:00pm on Wednesday 18th November.

- Appointments are approximately **3 minutes long**. This will allow movement time between classrooms as staff will be located across the main school building.
- There are **no appointments for PSHE** or with **Progress Tutors.**
- Appointments are available on a **first come, first served basis**. Some teachers teach a large number of Year 9 students and their appointments may fill quickly.
- If you are unable to make an appointment because all available slots have been taken, please email the school and we will ask the teacher to contact you.
- If you would like to arrange a pastoral appointment with Mr McGarvey (Progress Manager) or Mrs Reilly (Pastoral Manager), please email them directly using the following email addresses: m.mcgarvey@montgomery.fcat.org.uk or h.reilly@montgomery.fcat.org.uk

You must be registered on MCAS to book appointments
The vast majority of parents/carers have already gained access to the MCAS App. A guide explaining how to use the Bromcom MCAS portal/app can be found on our school website here: https://montgomeryschool.co.uk/Information/bromcom-parent-student-guides
Once you have downloaded the app, please access https://www.mychildatschool.com/MCAS/MCSParentsEveningPage to book your appointments.

The system is linked directly to our school information system, so only parents/carers whose details are registered with school will be able to access the booking system. If you do not have access to the internet or are having difficulty using MCAS, please contact the school office. We will be happy to help and can add appointments on your behalf.

Accessibility
Please be aware that some of the classrooms being used for appointments are upstairs. If you have any difficulty walking around the site or using stairs, please contact Mr Morris in advance so that we can make suitable arrangements for your appointments to take place in downstairs rooms. His email address is p.morris@montgomery.fcat.org.uk

We look forward to welcoming you and your child to school and working together to support them as they approach their final year at Key Stage 3.

Yours sincerely,

M Campbell

Mrs Campbell
Assistant Headteacher

FCAT
The best we can be

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