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**St Paul's**  
Catholic Primary School



A Proud Member of  
**BISHOP HOGARTH**  
Catholic Education Trust

Head Teacher: Sheena Sinclair

5<sup>th</sup> February 2024

Dear Parents and Carers,

I hope this letter finds you safe and well.

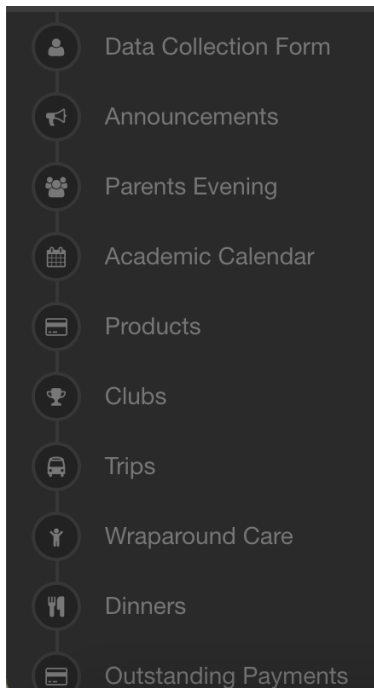
We are very much looking forward to welcoming you into school on Tuesday 26<sup>th</sup> and Wednesday 27<sup>th</sup> March 3.40–6.10pm for the Parent Consultation Meetings and an opportunity for you to look at your child's work and see their classroom.

The booking system to book an appointment will go live on Wednesday 7<sup>th</sup> February at 5.30pm via My Child at School (MCAS). You will not be able to access Parents Evening module until that time.

Please follow these steps to book your slot:

Log into My Child at School (MCAS) via the app or <https://www.mychildatschool.com/MCAS/MCSParentLogin>  
If you do not have a log in please contact the school office.

Select **Parents Evening** from the **side Menu**.



This will provide you with either a **Manual** or **Quick Book** option to secure your booking. (see below)

**You do not need to book for both dates, just one appointment either Tuesday 26<sup>th</sup> or Wednesday 27<sup>th</sup> March**

*In Him we Live and Move and Have our Being*

Parents Evening: Parent Evening ▾

Date: 26 March 2024, 15:40  
 Booking will close on 15 March 2024, 18:00

Appointments that need booking

Mrs V WILSON  
6

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

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There are no booked appointments

The booking page will default to 26<sup>th</sup> March, to access bookings for 27<sup>th</sup> March use the drop down menu – Parents Evening

Parents Evening: ✓ Parent Evening - Tuesday 26th March  
 Parent Evening - Wednesday 27th March

Date: 26 March 2024, 15:40  
 Booking will close on 15 March 2024, 18:00

Appointments that need booking

Mrs P PEMBERTON  
4

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

Choose your preferred time from the ones available and either request or confirm that time

Please can you take note of the following points of information to help ensure that these meetings run smoothly and safely.

- Please remember that children are not able to attend on this occasion.
- Parents and Carers (maximum 2 adults per child) should come into school through the main entrance on Wolviston Mill Lane. You will be shown to your child's classroom where you will be able to have a look at their work.
- At your appointment time, you will be shown into the hall to meet with your child's teacher for your 10 minute appointment. After this, you will be able to go back to the classroom to continue to look at their work if you need to.

Please do not attend your appointment if you have any symptoms of Covid or other respiratory infections. Please let the office know you are unable to attend and we can offer a phone appointment at an alternative time.

If you require any further information then please do not hesitate to contact the school office.

Yours sincerely,

*S. C. Sinclair*

Sheena Sinclair  
 Head Teacher

***In Him we Live and Move and Have our Being***