DIXONS MUSIC PRIMARY
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Head of School: Nicola Morrissey

Reception to Year 6 Parent Consultation

Dear families,

Parent consultations will take place on the evenings of **Monday 23 November 3.30-6.30pm and Monday 7 December from 3.30pm – 6.00pm.** These consultations are an opportunity to meet with your child's class teacher and find out about what your child has been learning, it is also provides an opportunity for teachers to answer any queries you may have. The parent consultation slots are 10 minutes each.

Slots are available on a first-come, first-served basis and will be available to book on the My Child at School (MCAS) app from **Wednesday 11 November at 4pm until Wednesday 18 November at 6pm.**

Please see below for information about how to book a parent consultation slot via the MCAS app.

- The Parents Evening option is accessible only from the **Menu Bar**.
- The date of the Parents Evening, a list of appointments that can be booked, and a closing date for making bookings will be displayed.
- Click on Teacher/Subject to book an appointment time, slots that are not available will be blocked out.
- Click on the book option and that appointment will be booked for your chosen slot.

It is important that all families use the app to book the appointment.

If you have any issues or queries regarding booking appointments, please contact the academy office staff who will support you with the process.

As always, thank you for your continued support.

Nicola Morrissey
Acting Principal