



24th November 2022

Re: Year 11 Parents' Evening Tuesday 6th December 2022 5pm-7pm.

Dear parent/carer,

I am very pleased to invite you to come and meet the staff who teach your son/daughter on Tuesday 6th December. This is a crucial moment for you to discuss your son/daughter's progress with each of their teachers. The focus of the discussion will be on each student's progression in individual subjects and their effort and behaviour in those lessons.

This is a very important evening as students will be receiving their mock exam results during period 5 that same day. You will be able to see these and discuss the grades and progress your child is making with their subject teachers. It is important that both students and parent/carers attend the evening, so we will be providing childcare for any child aged 3 and above during your appointment times on site.

Appointments can only be booked using the 'My Child at School' App. Appointment times are on a first come, first served basis. The Parents' Evening booking system is currently open and will close on Tuesday 6th December at 3pm.

Please remember when booking appointments via MCAS to only book one appointment per subject, with your son/daughter's main teacher for that subject. When making your bookings, it is essential that you allow **five minutes** for each appointment and a **five minute** gap between appointments to allow time to move round between teachers. When you have booked all your appointments, please keep a note of your times for reference on the evening.

You can change your appointments by deleting the original using the red cross and then the teacher will become available to book in another slot. Please refer to the attached information on 'How to book an appointment'.

In the event of any query, please contact us via info@oasisacademyenfield.org.

Yours sincerely,

A handwritten signature in blue ink that reads 'M.C. Lewis'.

Assistant Principal for Student Progress
Oasis Academy Enfield
Oasis Community Learning

Principal - Anthony Williams BSc Hons, NPQH, MEd

Kinetic Crescent, Innova Park, Mollison Avenue, Enfield, EN3 7XH
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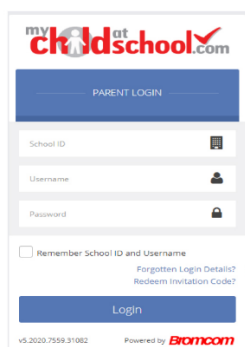
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My Child At School (MCAS)- Parents Evening Bookings 'How to book an appointment' Guide

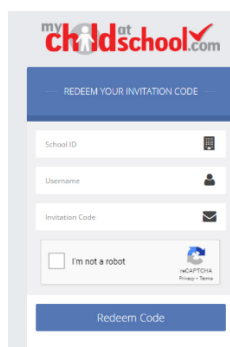
The following guide explains how to book appointments with your child's teachers for the **Year 11 Parents Evening**.

Appointments can be booked through the My Child At School portal. The portal can be accessed at www.mychildatschool.com. If you are unable to access the My Child At School Portal please contact the Academy on info@oasisacademyenfield.org

To book appointments: Go to www.mychildatschool.com and login



Click on - Redeem Invitation code

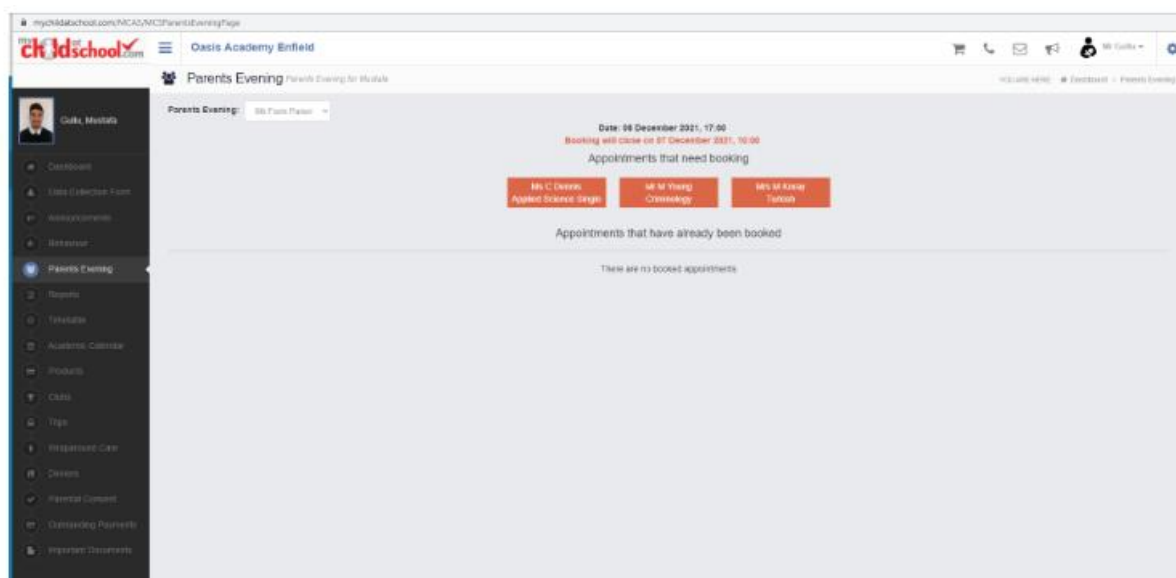


Complete the fields using the information sent.

Once completed submit the form by clicking the blue

Redeem Code button

Select the **Parents Evening** option from the menu on the left-hand side

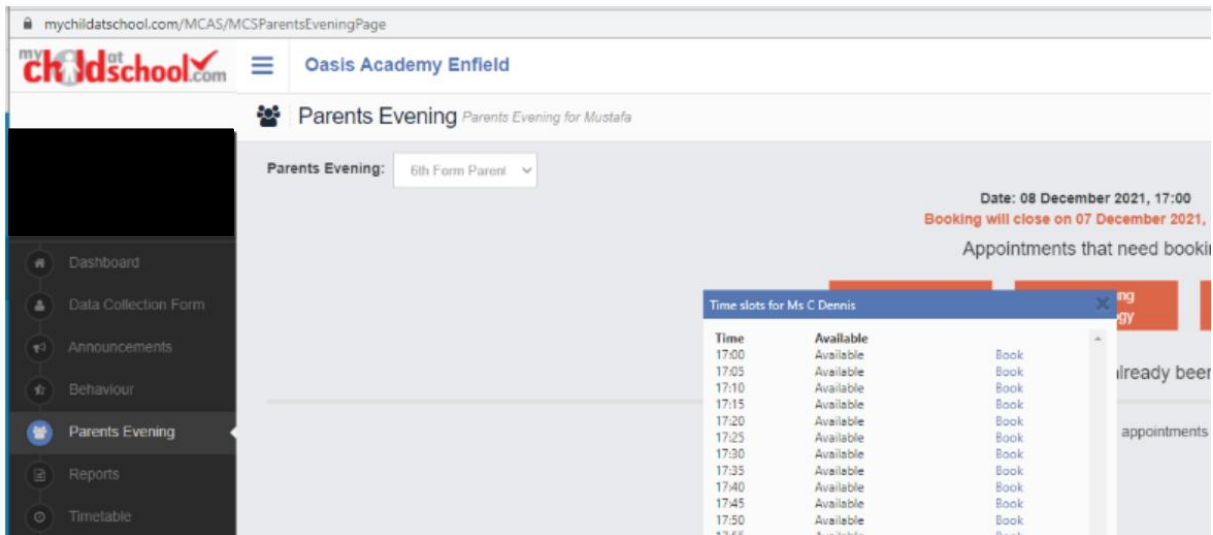


Each of your child's subjects will have a red box that can be selected in order to make an appointment



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Clicking on one of the red boxes will bring up a list of available appointments

The page will then display any appointments that you have booked

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