

19th November 2025

Year 9 Parents' Evening – Thursday 4th December 2025, 4:30-7pm.

Dear Parent/Carer,

I am pleased to invite you to our forthcoming Year 9 Parents' Evening on Thursday 4th December, from 4:30pm – 7.00pm. This is an in-person event where you will have face-to-face appointments with your child's teachers.

Parents' Evening is a great opportunity for you to discuss your child's learning with their subject teachers and find further ways to support your child's progress through secondary education. Class teachers in the Ebacc subjects will be able to update you on the Y9 assessments that are ongoing in December. You will receive the results of these with your child's academic progress report towards the end of January.

We will continue to use the successful 'My Child at School' phone and computer app to book appointments. The MCAS app allows you to choose your face-to-face appointment times with teachers. All appointments will be 6 minutes long. Please note, some members of staff teach multiple Y9 classes and therefore appointments are allocated on a first come first served basis. Details of how to book are included below in this letter.

The system will be live for booking on Monday 24th November at 17:00 and close on Friday 28th November at 17:00.

If you have problems accessing this platform, please contact the reception staff at Filey Academy who will be able to assist you in making your appointments.

The school's doors will open to families just before 4:30pm for this event. We look forward to welcoming you on Thursday 4th December.

Yours faithfully,



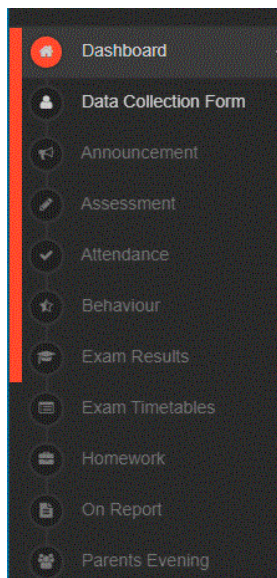
Mr J Philliskirk
Associate Vice Principal
Filey Academy

How to book an appointment using the *My Child at School App*

1. Download the **My Child at School** app from your preferred app store



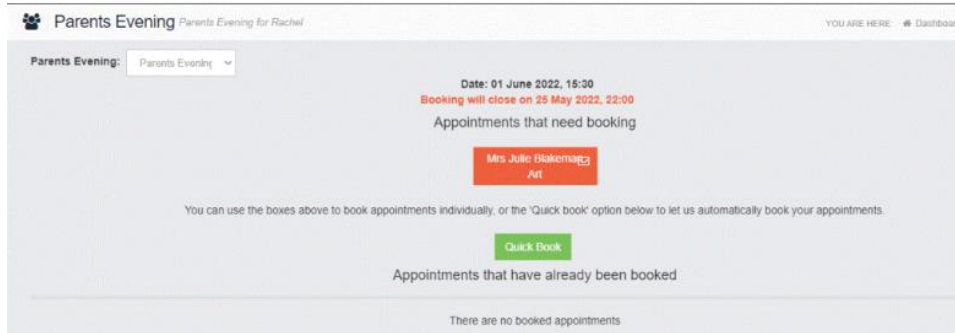
2. From the MCAS app, select Parents' Evening from the side Menu



Registered Office / Head Office

Education House, Spawd Bone Lane, Knottingley, WF11 0EP
Company Number: 07386086 (England and Wales)
Charity Exempt under the Academies Act 2010
VAT Number 115 811 243

3. Choose either the 'Manual' or 'Quick Book' option to book your appointment.



The screenshot shows a web interface for booking a Parents Evening. At the top, it says "Parents Evening" and "Parents Evening for Rachel". On the right, it says "YOU ARE HERE: Dashboard". Below this, there is a dropdown menu for "Parents Evening:". The main content area has a date "Date: 01 June 2022, 15:30" and a red warning "Booking will close on 29 May 2022, 22:00". Below this is the heading "Appointments that need booking". There is a red button labeled "Mrs Julie Blakemore Art". Below this, a message says "You can use the boxes above to book appointments individually, or the 'Quick book' option below to let us automatically book your appointments." There is a green button labeled "Quick Book". Below this is the heading "Appointments that have already been booked". At the bottom, it says "There are no booked appointments".

If you choose 'Manual', you will be able to choose your own appointments. This is the recommended option as you will be able to select the times that you would like your appointments.

If you choose 'Quick Book', you will need to tell the system your arrival time and it will automatically book all of the available appointments for you. Please note, using 'Quick Book' means that the system will automatically allocate your appointments meaning that your appointments may be spread throughout the evening.