



Goodmayes Lane, Ilford, Essex IG3 9PX Tel: 020 8599 2263

Email: Office@mayespark.redbridge.sch.uk Web: www.mayesparkprimaryschool.org.uk

Head teacher: Ms E Davies

3rd November 2025

Dear Families

Parents' Evening Autumn Term Nursery to Year 6 - Online Appointment Booking

I am inviting you to attend our Parents' Evening meeting on:

Monday 10th November between 3.30pm -6.00pm OR

Tuesday 11th November between 3.30pm-6.00pm

This is an important event and we would like you to attend. It is also an opportunity to discuss anything you think your child's teacher needs to know.

The online appointment booking system allows you to choose your own appointment times. You will receive an automated email confirming your appointment. Appointments are made on a first come, first-served basis and can be made online from your computer, laptop, iPad/tablet or phone **from Monday 3rd October from 7.00pm onwards.**

Please visit <https://mayespark.schoolcloud.co.uk/> to book your appointments.

You will need to log in with the following information then choose the relevant Parents' Evening option:

- Your own surname
- Email address for confirmation of appointment
- Pupil's first name and surname and class (not year group).

If you are unable to access the booking system, please contact the school office who will be happy to assist you.

If you are unable to attend, please contact your child's class teacher to let them know.

Yours sincerely,

Ms E. Davies
Headteacher

