

MAYESPARK PRIMARY SCHOOL

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Web: www.mayesparkprimaryschool.org.uk
Head teacher: Ms E Davies



11th October 2023

Dear Parent/Carer

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

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

Wednesday 18th October between 3.30pm -5.20pm **OR**
Thursday 19th October between 3.30pm-7.30pm

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 Wednesday 11th 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:

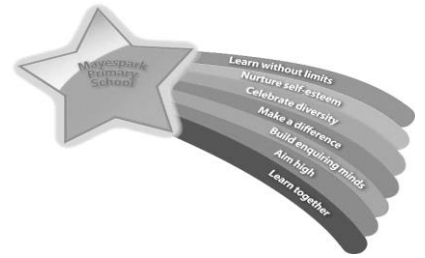
Your own surname
Email address for confirmation of appointment
Plus pupil's first name
Pupil's surname and date of birth.

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





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