



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

27th January 2026

Dear Parents/Carers,

In person Parents' Evening Spring Term Reception to Year 6 - Appointment Booking

I am inviting you to attend our Parents' Evening (Nursery to Y6 except Yousafzai) meetings on:

Monday 9th February 2026 between 3.35pm -6.15pm

OR

Thursday 10th February 2026 between 3.35pm-6.15pm

Yousafzai ONLY (will go live later in February)

Monday 2nd March 2026 between 3.35pm-6.15pm

OR

Tuesday 3rd March 2026 between 3.35pm-6.15pm

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 Thursday 29th February 2026 from 7.00pm onwards.** (Yousafzai's will go live nearer the time).

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 title, first name and surname

Email address for confirmation of appointment

Pupil's first name, surname and class.

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

