

16th December 2025

Dear Parent/Carer,

Year 11 Parents' Evening - Thursday 15th January

Enclosed with this letter, you will find your child's mock exam results. These grades reflect their progress and achievements thus far this year.

On Thursday 15th January, you are invited to attend your child's parents' evening between 3.30 pm and 6.30 pm. This is an opportunity to discuss your child's progress with subject teachers and discuss steps to support them as they move towards the Summer GCSE examinations..

Following parental feedback, we have moved parents' evenings back to face to face appointments. In order to fit sufficient meeting slots into this time frame, each meeting will last for 5 minutes.

If you feel you need a longer appointment, please contact your child's teacher separately. Alternatively, if there are things you need to discuss which may be affecting your child, or concerns you may have, please contact Mr Ward (Head of Year) by emailing jward@sdcc-smhc.net or to arrange a meeting.

Please login to your MCAS (MyChildAtSchool) account to book your appointment in the Parents' Evening section (instructions below). The online booking system will open on Wednesday 17th December at 9am and will close on Thursday 15th January 2026 at 11am. If you do not have an MCAS account or wish to make any changes after this date please email datateam@sdcc.net.

This is an important time in your child's learning to ensure early feedback is shared on how well they have settled into their subjects.

Yours faithfully,



Mr Oakes
Head of School

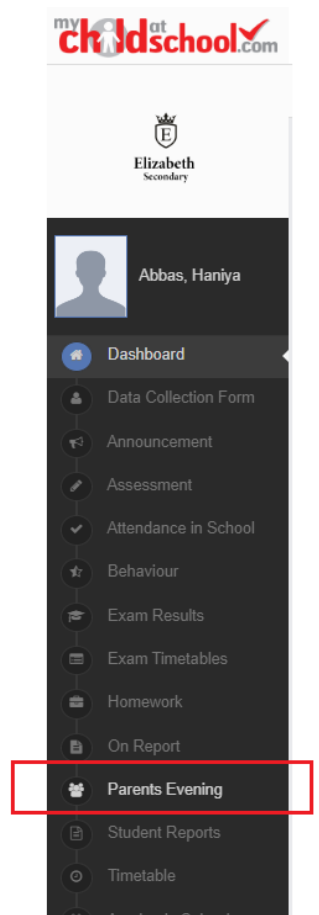
Anita Frier, Headteacher

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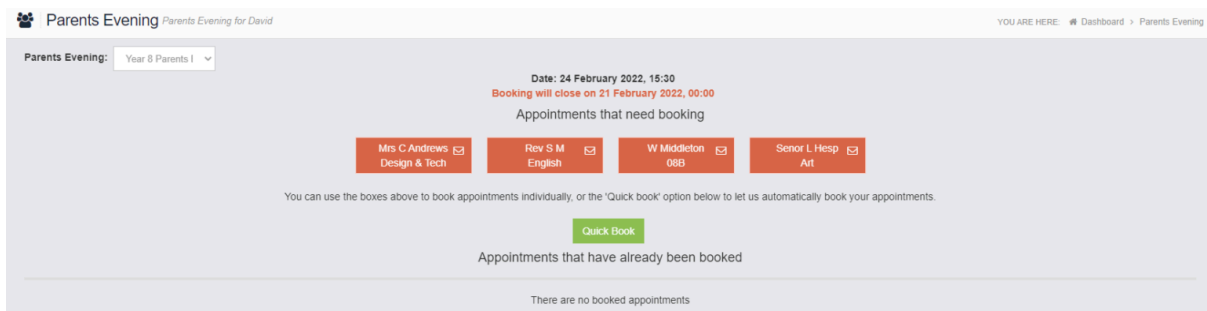
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How to book Parents Evening appointments using MCAS

Login to the MCAS Parent Portal desktop view from <http://www.mychildatschool.com> then from the left Menu select the Parents Evening option.



This will open the Parents Evening page displaying available Appointments that can be booked in the red blocks.



Booking Appointments Manually

The available Appointments are displayed in red Blocks, click on a Red Block to Book your Appointment. Then from the available listed Times click on the word Book to the right.

The screenshot shows a booking interface for a date of 24 February 2022, 15:30. The booking will close on 21 February 2022, 00:00. The title is 'Appointments that need booking'. There are three red blocks for 'Rev S M English', 'W Middleton 08B', and 'Senior L Hesp Art'. A dropdown menu is open for 'Time slots for Mrs C Andrews', showing a list of times from 15:30 to 17:25, all marked as 'Available'. To the right of each time slot is a 'Book' button. Below the list is a green 'Quick Book' button. Text below the button says 'Appointments that have already been booked'.

The Booked Block will then be removed from the Appointments list and displayed below as Booked. To remove the Booking click on the X to the right. The Appointment will then display at the top again ready to be Booked again.

The screenshot shows the same booking interface as above. The 'Rev S M English' block is now greyed out and labeled 'Booked'. The 'W Middleton 08B' and 'Senior L Hesp Art' blocks are still red. The 'Quick Book' button is still present. Below the button is the text 'Appointments that have already been booked'. At the bottom, there is a light blue bar with details: 'Time: 16:10', 'Teacher: Mrs C Andrews', 'Subject: Design & Tech', and 'Location: Exam Room Main Hall'. There is a small red 'X' icon in the top right corner of this bar.

If the Time you wanted has already been Booked by yourself or another Parent, it will display as Not Available and cannot be Booked.

Parents Evening Parents Evening for David YOU ARE HERE: # Dashboard > Parents Evening

Parents Evening: Year 8 Parents I

Date: 24 February 2022, 15:30
Booking will close on 21 February 2022, 00:00

Appointments that need booking

Time	Available	Book
15:30	Available	Book
15:35	Available	Book
15:40	Available	Book
15:45	Available	Book
15:50	Available	Book
15:55	Available	Book
16:00	Available	Book
16:05	Not Available	
16:10	Not Available	
16:15	Not Available	
16:20	Available	Book
16:25	Available	Book
16:30	Available	Book
16:35	Available	Book
16:40	Available	Book
16:45	Available	Book
16:50	Available	Book
16:55	Available	Book
17:00	Available	Book
17:05	Available	Book
17:10	Available	Book
17:15	Available	Book
17:20	Available	Book
17:25	Available	Book

Time: 16:10 Teacher: Mrs C Andri Location: Exam Room Main Hall

When all of the Appointments have been Booked there will be no red Blocks displayed and the Bookings will be listed.

Clicking on the Print icon will allow you to Print all of the Booked Appointments.



Parents Evening Parents Evening for David YOU ARE HERE: # Dashboard > Parents Evening

Parents Evening: Year 8 Parents I

Date: 24 February 2022, 15:30
Booking will close on 21 February 2022, 00:00

Appointments that have already been booked

Time: 16:10	Teacher: Mrs C Andrews	Subject: Design & Tech	Location: Exam Room Main Hall
Time: 16:20	Teacher: W Middleton	Subject: 08B	Location: Exam Room Main Hall
Time: 16:35	Teacher: Rev S M	Subject: English	Location: Exam Room Main Hall
Time: 16:50	Teacher: Senor L Hesp	Subject: Art	Location: Exam Room Main Hall

Using the Quick Book Option

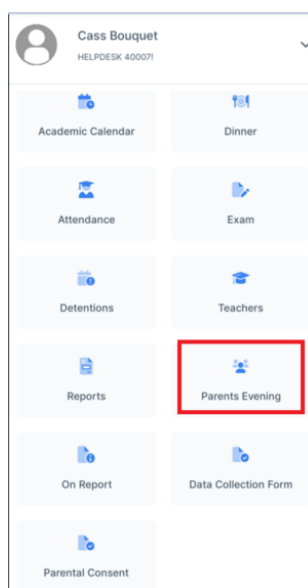
Clicking the Quick Book button allows Appointments to be Automatically Booked. When selected enter the Time you would like for your first Appointment then click the Find Bookings button. All of your Appointments will then be selected, to deselect a time untick

the box, when finished click the Book Bookings button to save the Appointments, which will then be displayed.

To remove the Booking click on the X to the right. The Appointment will then display at the top ready to be Booked again using the Manual or Auto-Booking options.

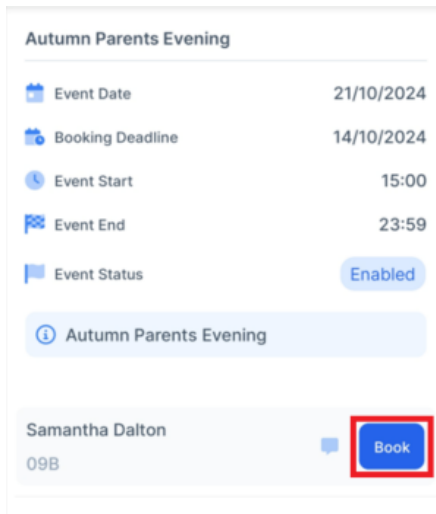
Booking Appointments Manually with the MCAS Parent App

Select Parents Evening from the menu.

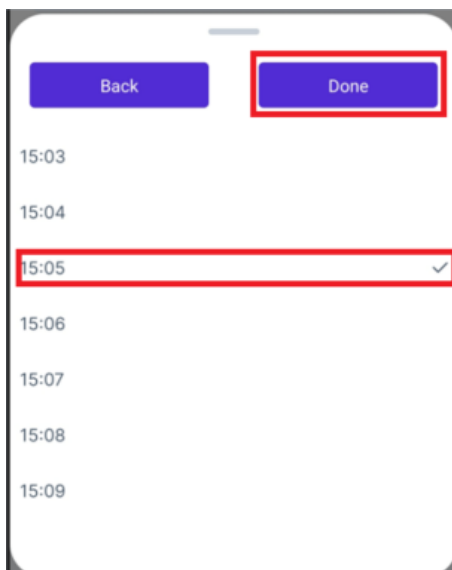


Select the Parents Evening you would like to book sessions for from the list.

This will display a list of all the teachers you are able to book sessions with. Click Book next to the name of the Teacher you would like to book an Appointment for.








This will load a list of available times. Click on the slot you would like to book (a tick will appear on the right hand side to confirm your selection) once you're happy, click Done.



Your selected time will then appear in green next to the Teacher.

Autumn Parents Evening

 Event Date	21/10/2024
 Booking Deadline	14/10/2024
 Event Start	15:00
 Event End	23:59
 Event Status	Enabled


 Autumn Parents Evening



Samantha Dalton

09B

Default Location

 15:05

