

Dear Parents / Carers,

We are delighted to invite you to our **Year 7 Parents' Evening on Thursday 1st October 2026, from 4.00pm to 7.00pm in the Performing Hall**. This is an important early opportunity to meet your child's teachers, hear how they have settled into life at Kingstone and discuss any areas where we can work together to support their progress.

Booking appointments

Bookings will open at **5.00pm on Monday 21 September** via **My Child at School (MCAS)**. Instructions for booking appointments can be found later in this letter. Appointments with subject teachers are allocated on a **first-come, first-served basis**, which is why bookings open at the same time for all families.

Why attend?

Parents' Evening is an important opportunity for us to work together in supporting your child. During your appointments, you will be able to:

- receive feedback on how your child has started their time at Kingstone
- discuss their progress, strengths and any areas for development
- identify ways you can support learning at home
- ask questions about curriculum expectations and the year ahead.

Your involvement makes a real difference and we very much value the partnership between school and home.

What to expect

We recognise that a secondary school Parents' Evening can feel quite different from those at primary school, particularly for Year 7 families attending for the first time. Appointments are **five minutes long** because individual teachers may teach a large number of Year 7 students. We therefore encourage families to keep conversations focused so that appointments can remain on time.

Mrs Williams, Head of Year 7, Mrs Morris, Year 7 Pastoral Lead and Mrs Bythell-Nicholl, SENDCO, will also be available for drop-in conversations during the evening. Appointments cannot be booked with them through MCAS, as the booking system is specifically for meetings with subject teachers.

Thank you, as always, for your continued support. We look forward to welcoming you and discussing how we can continue to help your child thrive at Kingstone High School.

Best wishes,

Matthew Morris
Head of School

Rowena Williams
Head of Year 7

Step 1 – Create your account on MyChildAtSchool (If you don't already have one) If you have an account then Login and go to Step 2

Your account has already been created for you. However, some parents have not received the sign-up email and it has not appeared in their Junk Folder either.

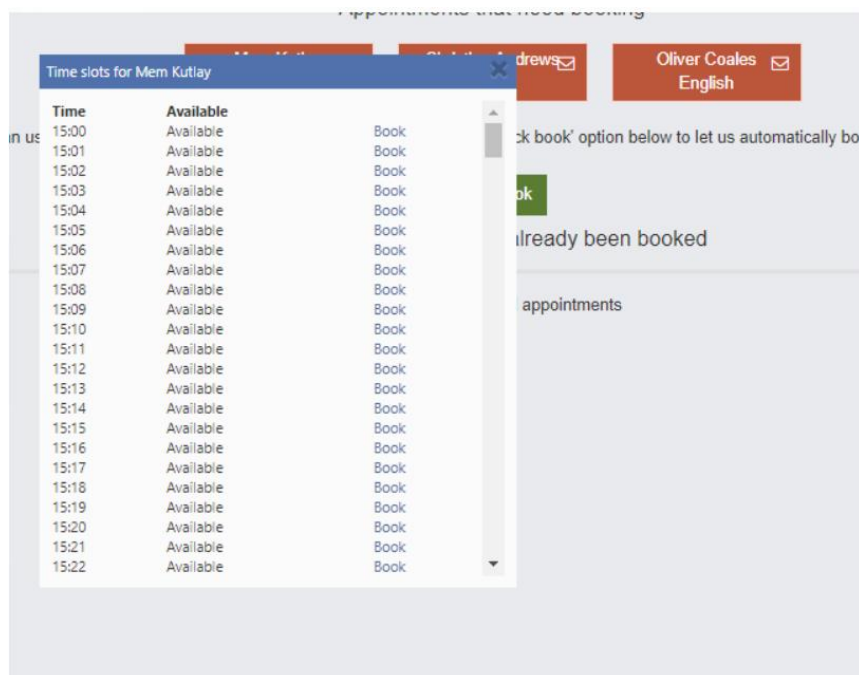
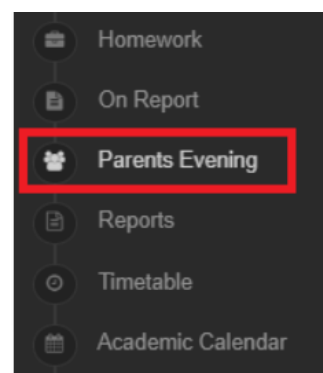
Please follow these instructions in order to access your account.

- From within the web browser, type www.mychildatschool.com or access the **MyChildAtSchool** mobile phone app, this will open the **Parent Login** screen.
- Click on the **Rest Password** link.
- Enter the **Email Address**. This must be the **Email Address** that the school uses to contact you.
- Tick the **reCAPTCHA** box.
- Click on the **Send rest email** button.
- You will then receive an **Email** containing a **Reset Password** link.
- Click on the **Here** link in the email to reset the **Password**.

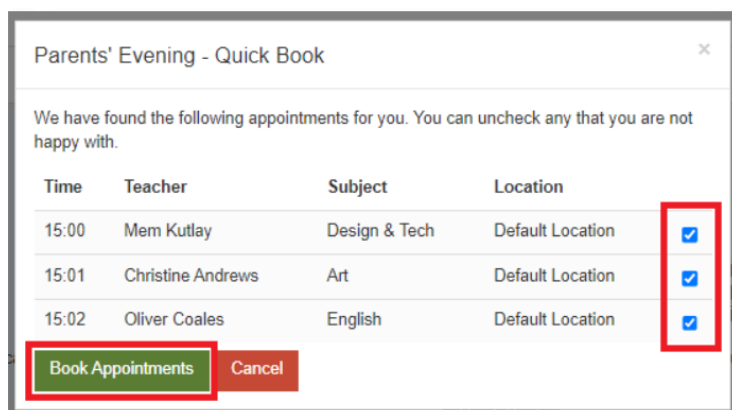
- You will then be asked to **Reset your Password** of at least eight characters.
- **Enter a new password**, then **Confirm Password** and then click the **Update Password** button.
- You will now be able to **login** using your **Email Address** and new **Password**.

Step 2 – Book your Parents' Evening appointments

- When you are on **MCAS**, you need to select **Parents Evening** from the side menu.
- This will then provide you with either a **Manual** or **Quick Book** option to secure your Parents' Evening **appointment**.
- To select a slot manually, you would click on the **Teacher** you would like to book an appointment with and then select **Book** next to the slot you would like to select.



- To use **Quick Book**, you would select the time you will be arriving for the **Parents' Evening** from the drop-down menu, and then click **Find Bookings**. The system will then display the appointments it has selected for you. If any are unsuitable, you can deselect them using the tick boxes on the right hand side, otherwise you would select **Book Appointments**.



- You will then receive confirmation at the top of the screen that the appointments have been booked successfully.