



Thomas Fairchild Community School
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Executive Headteacher: Ms Nicole Reid
Headteacher: Mr. Matthew Trahair

Monday 27th November 2023

Dear Families,

Re: Parent Consultations

On the 7th December we would like to welcome you to school for **Parent Consultations**. This will be a valuable opportunity to discuss your child's progress, particular strengths and interests, as well as any targets they are currently working on in class.

Parent consultations will take place on the evening of **7th December, from 3.30pm until 8.30pm**. In order to book your 10-minute slot, you will need to sign up using your [My Child At School](#) (MCAS) app. See **screenshots overleaf** for guidance about how to do this.

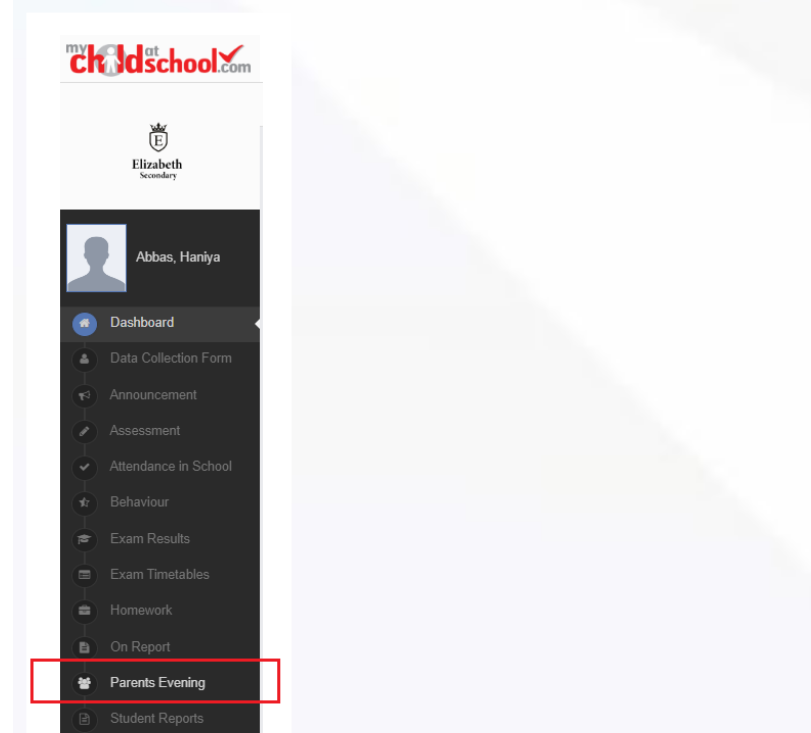
We very much look forward to sharing your child's learning with you. There is a lot to celebrate from the autumn term and this will be a great chance to see the wonderful progress your children have made. Any questions at all, or for help booking a slot, please contact the school office.

Kind regards,

Matt Trahair
Headteacher

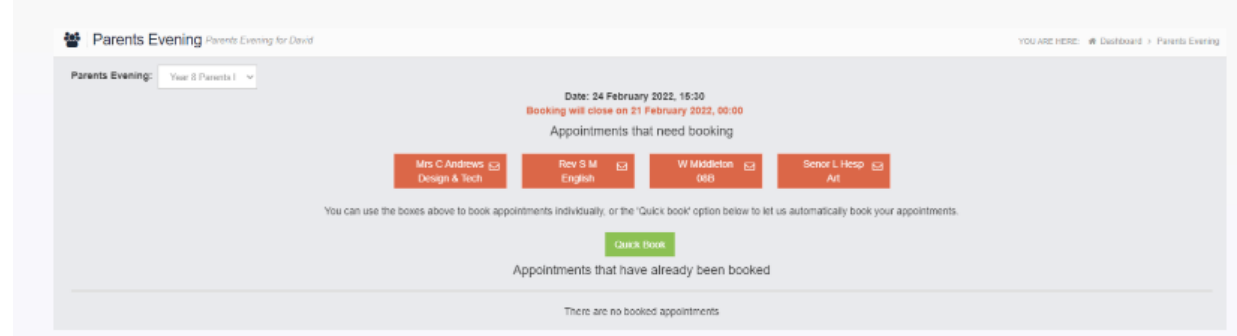
Step 1:

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



Step 2:

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



Step 3:

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.

