

Headteacher: Mr Luke Welsh

Church Lane, Normanton, WF6 1EY Telephone: 01924 891546 Email: normantonjunioroffice@watertonacademytrust.org Website: http://normantonjunioracademy.org/

Dear Parents/Carers

<u>Parents' Evening</u> <u>Tuesday 14th November 3.15pm – 6.15pm and Wednesday 15th November 3.15pm – 6.15pm</u>

Our first Parents Evenings of the year will be taking place in school on Tuesday 14th November (3.15pm – 6.15pm) and Wednesday 15th November (3.15pm – 6.15pm).

We will be using the MCAS app to book Parents Evening appointments. This will go live at 6pm today (27th October) until 3pm Wednesday 8th November.

You will need to click the 'Parents Evening' tab in the menu; you should then see your child's class.

Click into the class and select an appointment time. Only appointments that are available will show.

If you have more than one child at NJA, you will need to make an appointment for each child separately.

If you are not yet registered on the MCAS app, please do so ASAP. The school office can offer support to help you get set up.

Yours sincerely

Luke Welsh Head Teacher



