








# MAIDEN ERLEGH

## SCHOOL

Headteacher: Steve Jump  
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3 April 2025

Dear Parent/Guardian

### **Year 7 Virtual Parents' Meeting, Wednesday 21 May - Online Appointment Booking**

I would like to invite you and your son/daughter to attend our virtual Parents' Meetings between **2:30pm and 6:30pm on Wednesday 21 May.**

To make an appointment we will be using an online booking system. Appointments can be made from **11:00am on Wednesday 23 April.** The booking system **closes at 11:00am on Tuesday 20 May.** Should you wish to make any changes after this date please contact the school office.

Please visit <https://maidenerlegh.parentseveningsystem.co.uk> to book your appointments.

Login with the following information:

*Student's First Name*

*Student's Surname*

*Date of Birth*

In order to help the meetings run as smoothly as possible, please ensure you are logged on and ready prior to your first appointment. Please see the guide in the link below on how to attend the Virtual Parents' Evening.

<https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>.

**Please note appointments are 5 minutes long and will automatically disconnect once the time has elapsed.**

**Please note that the school day will end at 1:50pm for all students on Wednesday 21 May to facilitate the 2:30pm start for Year 7 Parents Evening.**

In the event that a teacher is unable to attend the evening, the school office will endeavour to notify you prior to the evening. If you would like to hear from this teacher, please email the school office and we will arrange for the teacher to contact you.

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

We look forward to seeing you virtually at this event.

Yours sincerely

Mr T Crockford  
Head of Year 7



Aim High



Be Inclusive



Work Together