



27 March 2026

Dear Parent/Guardian

**Year 7 – Virtual Parents’ Meetings, Wednesday 20 May – Online Appointment Booking**

I would like to invite you and your son/daughter to attend our virtual Parents’ Meetings between 2:30 and 7:00pm on Wednesday 20 May.

**On this date, the school will close at 1:50pm and reopen on Thursday 21 May at 8:55am.**

To make an appointment we will be using the online appointment booking system. Appointments can be made from **11:00am on Monday 20 April until 11:00am on Tuesday 19 May**. Should you wish to make any changes after this date please contact the school office.

In order to maximise the number of appointments available, there will be a small number of appointments for certain teachers on **Thursday 14 May**. These appointments will be available to book from **11:00am on Monday 20 April until 11:00am on Sunday 19 April**.

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. [-how-to-attend-appointments-over-video-call](#).

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



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

A handwritten signature in black ink that reads "E. Avery". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Miss E Avery  
Head of Year 7

