



HIGHFIELDS SCHOOL

Headteacher: G Tate BA (Hons)

BOUNDARY WAY, PENN, WOLVERHAMPTON, WV4 4NT

Telephone: 01902 556530 E-mail: enquiries@hswv.co.uk Website: www.hswv.co.uk

15 January 2024

Dear Parents/Carers

YEAR 7 PARENTS' EVENING

I have pleasure in inviting you to attend a parents evening which will take place on Wednesday 21 February 2024 from 5pm – 7:30 pm in the Maths and Science Learning School.

This is a good opportunity for you to discuss the progress your child is making in all subjects and be able to meet all the class teachers in person. An appointment system will be in operation between yourselves and members of staff. You will arrange appointments with the staff through MCAS. If you need any help with this please contact digitalsupport@hswv.co.uk.

Ideally you will need to make your appointments 10 minutes apart, to allow you time to get to your next appointment. **The booking system will open at 9am on Saturday 20 January and close on 9am on Friday 26th January.** Please be aware that some teachers do teach more than one Year 7 group, so will get booked up quickly. Due to rotations of subjects in Innovations and Humanities you will only be able to book appointments with the teachers who currently teach them.

A map will be provided on the night when you sign in, so you can find all appointments easily.

On arrival, please do not park on the road to avoid inconvenience to our local residents. The staff car park will be available for you to use. Please contact the Year Office if you should need any support with this process on lowerschoolstaff@hswv.co.uk.

I look forward to seeing you all.

Yours sincerely

J PARKER (Ms)
Assistant Headteacher
Head of Lower School



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