

16th October 2023

Academic Review Week

Dear Parent / Carer

We are delighted to invite you to school to meet with your child's tutor during our Academic Review Week, which takes place after half term.

We have recently collected information from your child's tutor and subject teachers on your child's Attitude to Learning. This forms the basis of your child's Autumn Term Report, which will be sent to you shortly. This meeting with your child's tutor is an extremely important early opportunity to discuss your child's report and agree targets to support further progress.

Appointments are available each day after school from Monday 30th October through to Thursday 2nd November, from 3:45p.m to 5:15p.m in 15 minute intervals.

Please follow these instructions to make an appointment using MCAS:

- Open the MCAS app
- Tap on the box left of Attendance (*top left corner*)
- From the menu, select **"Parents Evening"**
- Choose **ONE** of the 4 days, for example **"ARW - Wednesday 1st November 2023"** to start booking an appointment. If there are no appointments left on that day, please choose another day.
- Go to **"Book"** [next to the Form Tutor/Teacher name] .
- Select the time you wish to book an appointment and tap on **"Book"**
You should get a notification to say your booking has been successful.

If you have any difficulties, please email ictsupport@alperton.brent.sch.uk.

Please arrive 10 minutes before your scheduled appointment so that the emergency contact details the school holds for your child can be confirmed.

We look forward to speaking with you during our Academic Review Week. In the meantime, if you have any subject specific enquiries please email your child's subject teacher directly.



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For any other general enquiries, please email your child's Pastoral Manager or Head of Year.

	Pastoral Manager	Head of Year
Year 7		Ms Anane r.anane@alperton.brent.sch.uk
Year 8	Ms Green s.green@alperton.brent.sch.uk	Ms Lopez r.lopez@alperton.brent.sch.uk
Year 9	Ms Gibbs m.gibbs@alperton.brent.sch.uk	Ms Fretwell n.fretwell@alperton.brent.sch.uk
Year 10	Ms Choabi t.choabi@alperton.brent.sch.uk	Mr Yoxall c.yoxall@alperton.brent.sch.uk
Year 11	Ms Ranasinge n.ranasinge@alperton.brent.sch.uk	Mr Tan m.tan@alperton.brent.sch.uk
Year 12	Ms Kaniude j.kaniude@alperton.brent.sch.uk	
Year 13	Ms Haslam i.haslam@alperton.brent.sch.uk	

Thank you for your continued support.



Mrs Rufo
Deputy Headteacher



the **PIXL** club
partners in excellence



The Award for
MAKING A DIFFERENCE -
SECONDARY SCHOOL OF THE YEAR

SILVER AWARD

