



Gosford Hill School

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Oxford Road, Kidlington, Oxfordshire, OX5 2NT



Friday 23rd January 2026

Dear Parents and Carers,

Re: Year 12 Parent Consultation Evening

Year 12 Parent Consultation Evening is fast approaching (11th February) and in preparation for this we want to ensure as many parents and carers as possible are set up and ready to make their appointments via My Child at School. Parents and carers will be able to make appointments with teachers from 9:30am on 30th January until 11:00pm on 6th February, and the evening will run from 4:00pm - 6:30pm. Each teacher appointment is 10 minutes in duration and these appointments will take place in school.

You can access MCAS either via a mobile app or on their website - www.mychildatschool.com

If you have an account already, then you need to take no action at this time. This letter is simply to provide advance warning that the Parent Consultation Evening is coming soon, and to provide an opportunity to iron out any potential setup issues.

If you have not already got your account set up, then please visit the website, or install the app and then follow these steps:

1. Click the "Forgot Password" link
2. Enter your email address (the one you received this letter on)
3. Wait for the email to arrive and then click the link it provides
4. Select your password
5. Log in to the app or website with your email address and password

As well as being able to book PCE consultations via MCAS, it is also a useful app for parents to see an overview of attendance, behaviour and progress reports, as well as maintain emergency contact details. We encourage all parents/carers to activate their access to the app.

Later this month, prior to the opening of the PCE window, we will provide full instructions on how to make/manage your bookings. Until then, if you have any issues with gaining access to your MCAS account, please contact our IT Support team via support@gosfordhillschool.org.

Best wishes,

Mrs H Gillingham
Assistant Headteacher (Quality of Education)

