



Whitstable & Seasalter Endowed Church of England (Aided) Junior School

High Street, Whitstable, Kent CT5 1AY

Tel: 01227 273630

Headteacher: Ellen Taylor ELM MSc | BA Ed (Hons)

headteacher@whitstable-endowed.kent.sch.uk

3 March 2026

Dear Families of The Endowed

Parent / Teacher Appointments

We are pleased to be able to invite parents and carers into school to meet with their child's class teacher on **Monday 16th and Tuesday 17th March 2026 between 3.30pm and 6.00pm**. (Please note the timings for Cygnus and Andromeda Classes are slightly different).

This is an opportunity for you to meet with your child's teacher for a ten-minute appointment to ask any questions you may have related to school and to find out about your child's progress. Subject books will also be available for you to look through. The Assistant Headteachers and SENCO, along with myself, will also be available should you wish to speak with any of us and no appointment is necessary for this. We would ask, please, that parents who do not live together try and arrange to meet with the teacher together where this is possible to avoid extra workload and long days for the teachers. Thank you.

Appointments can be booked via MCAS and these will be **opened around 4.00pm on Wednesday 4 March**. Simple instructions are provided below to assist you with booking an appointment, but if you have any problems, please do contact the [school office](#). Thank you.

We are sorry, but there are no arrangements for childcare during these appointments, which will take place in the hall and we ask you to enter the school via the main office, thank you.

Yours sincerely

Ellen Taylor
Headteacher

Booking an appointment through MCAS (MyChildAtSchool)

1. Log into the **MCAS Parent App** and from the **Menu** select **Parents Evening**. This will open the **Parents Evening** page displaying available appointments that can be booked in the red blocks.
2. From the available listed **Times** being displayed click on the word **Book** to the right of the chosen time.
3. Once the correct date is selected you can then choose your appointment time. If you book the wrong time or wish to change your times, you can manually do this once the booking has been made.

For more detailed guidance, please click the link below:

[How to book parents evening appointments using MCAS](#)

