



Thursday 16<sup>th</sup> April 2026

Dear Parent/Carer

**Year 7 Parents' Evening on Thursday 7<sup>th</sup> May 2026**

Year 7 Parents' Evening will take place on Thursday 7<sup>th</sup> May, 4.30pm to 7.30pm. Parents' Evening gives you the opportunity to speak to each of your child's subject teachers to discuss their current progress and next steps in their academic journey.

Appointments will be conducted by 'video calls' using Edulink One and guidance on how to book appointments can be found using this link <https://cgss.co/pareveguide>.

Bookings will open on Thursday 30<sup>th</sup> April 2026 at 6pm and will close at 6pm on Wednesday 6<sup>th</sup> May 2026. Please book a single 5-minute appointment with each subject teacher using your parent Edulink One log in. Unfortunately, appointments cannot be made outside of these times.

On the day of Parents Evening, please ensure:

- You are logged in to your parent Edulink One in time for your first appointment.
- You go to the Parents' Evening icon and click on the 'start appointments' button.
- You have your camera and microphone selected.
- Teachers will connect with the login of the parent that booked the appointment.

Please note that Edulink One controls the timings for each appointment, and not the teachers. A timer will appear on the screen and will auto-disconnect at the end of each time slot.

We look forward to speaking to you at Parents' Evening but if for any reason you are unable to make the appointments, please email [enquiries@coxgreen.com](mailto:enquiries@coxgreen.com) requesting which teachers you were unable to speak to.

Yours sincerely

Mr A Shields  
Deputy Headteacher