



SHOEBURYNNESS HIGH SCHOOL

📍 Caulfield Road, Shoeburyness, Essex, SS3 9LL ☎ 01702 292 286
🌐 www.shoeburyness.secat.co.uk ✉ office@shoeburyness.secat.co.uk

Headteacher: Mrs Teri-Leigh Jones

Dear Parent/Carer

Admission to Shoeburyness High School: September 2025

I am delighted to hear from the Local Education Authority that your child will be joining Shoeburyness High School in September.

I thought it might be useful at this stage to provide you with some key information regarding your child's transition to Shoeburyness High School.

Admissions Form

As part of the admissions process, we require parents to complete an Admissions Form for the school. A link to this form will be sent out shortly. This is an opportunity for you to make sure that all the information we hold for your child is up to date and accurate, so it is important that you complete the form promptly. Please complete it even if you already have children at Shoeburyness High School.

My Child At School

My Child At School (MCAS) is our parental portal that will allow you to receive communications and announcements from the school, make online payments for dinners, clubs, trips etc., monitor your child's behaviour and attendance, receive teacher reports for your child, and see homework tasks set.

If you are new to Shoeburyness High School, you will receive an email inviting you to set up your parental account together with a guide on how to do this and how to use the account. This email will be sent to the email address that we have on record for you which would have been the email address that you used during the school application process. During the account set up process you will be required to create your own password for the system.

For those parents that currently have children at the school, you will be able to access your child's details by selecting them from the drop-down list on the left-hand side (desktop view) where it states *Click above to switch student*. We will notify you shortly when this is ready to use.

Welcome Events

Our firm belief, at Shoeburyness High School, is that one of the reasons for the high achievement of our students is that a close partnership exists between home and school. Two events which help to establish such a partnership are:

BUILDING STRONG SCHOOLS • BUILDING STRONG PARTNERSHIPS • BUILDING STRONG COMMUNITIES



Welcome Evening for Parents: Thursday 3rd July 2025 6:00pm – 7:30pm

The information evening will take place in the Singleton Centre at Shoeburyness High School.

During this evening there will be presentations that will provide you with information from key staff linked to Year 7 and members of the senior leadership team. More details will be sent closer to the day.

Welcome Days for Students: Friday 4th July 2025

Students are invited in to Shoeburyness High School to meet other students and members of staff and learn to find their way around the school site. Again, more information will be sent closer to the day.

If you would like to discuss any issues relating to the admission of your child to the school, please telephone the school office during office hours or email office@shoeburyness.secat.co.uk.

I, and all the staff of Shoeburyness High School, very much look forward to working with you over the coming years.

Yours sincerely

A handwritten signature in black ink, appearing to read 'S. Wilkinson', with a long horizontal flourish extending to the right.

Miss S Wilkinson

Assistant Head Teacher