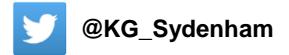




Kelvin Grove Primary School

Kelvin Grove, Sydenham, London SE26 6BB
Tel: 020 8699 6300

admin@kelvingrove.lewisham.sch.uk
www.kelvingrove.lewisham.sch.uk



Friday 5th October 2018

Dear Parents and Carers,

PARENTS' EVENING – Orchid Class

Tuesday 16th October 2018

On Tuesday 16th October we will be holding Parent-Teacher Interviews to report on your child's progress. The interviews will be held between 3:30pm and 7:00pm. (If you are unable to attend on this day please see Mrs Battista who will arrange an alternative appointment). Once again we will be using an online booking system, to make the booking process easier for parents and teachers. Please follow the instructions below to book parents' evening slots for your child/children:

Go to: <https://kelvingrove.parentseveningsystem.co.uk>

NB: the above site will be live from Friday 5th October at 3.15pm.

A short guide on how to add appointments is available on our school website (click on *news* then *Class Letters*) or through the following link.

<http://www.kelvingrove.lewisham.sch.uk/Mainfolder/Content/05-News/Class-News/SIMS-Parent-Guide.pdf>

You will need to enter the following information about your child to the parents' evening system:

- First Name
- Surname
- Date of Birth

If you do not have access to the Internet or you have any other issues, please contact the school office who will be happy to add appointments on your behalf.

Best wishes,

Ian Hyde
Headteacher



Headteacher: Ian Hyde
Deputy Headteachers: Louise Bryan, Tara Magee and Kris Clark