



SYDENHAM SCHOOL

Specialist Science and Mathematics School

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Dear Parent/Carer

Re: Year 8 Parents' Evening – Wednesday 11th January 2017 - Online Appointment Booking

I would like to invite you to attend our Year 8 Parents' Evening on **Wednesday 11th January 2017**. This is an important evening as it gives you the opportunity to consult with individual subject staff about how your daughter is progressing and how she can build upon her current success as we move towards the GCSE option selection period.

Year 8 is an important transition point in your daughter's education and we would expect to see a parent or carer for every student.

For this parents' evening, we will be operating the new appointment system which enables parents to make appointments online from Friday 16th December at 10am. As the evening is a very busy one, appointments will be allocated at five minute intervals and parents are requested to keep to their time to prevent a backlog building up.

In order to make appointments, log onto <https://sydenhamschool.parenteveningsystem.co.uk> or follow the available link on the School's website. Please note that the booking system will close the day before parents' evening, so please make sure you make your appointments in plenty of time. If you do not have access to the internet, please contact Paulette Wilks-Hamid by telephone on 0208 699 6731.

I welcome you to contact myself, tutors or class teachers with any concerns you may have at any time, please do not feel you need to wait for Parents' Evening to do this. I will be available in my capacity as your daughter's Year Learning Coordinator to meet with parents to discuss your daughter's progress throughout the Evening. Please contact Paulette Wilks-Hamid to arrange the appointment time if you wish to see me.

I look forward to seeing you all on Wednesday 11th January 2017.

Yours sincerely,

Mrs S. Reid

Year 8 Learning Coordinator