



18<sup>th</sup> March 2019

Dear Parent/Carer

**Year 10 Parents' Evening - Wednesday 3<sup>rd</sup> April 2019**  
**Parents' Evening Booking System**

I would like to invite you to attend our Parents' Evening on Wednesday 3<sup>rd</sup> April 2019 - 4-7pm. This is an important evening as it gives you the opportunity to consult with individual subject staff about how your child is progressing with her GCSE coursework and assessments. It will also be an opportunity to discuss the syllabi and coursework specifications so that you can assist your child with revision.

We will be operating an online appointment system in which you will be able to make appointments from Wednesday 20<sup>th</sup> March 2019. As the Year 10 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.parentseveningsystem.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 at midday, so please ensure you make your appointments in plenty of time. If you do not have access to the internet, please contact the Administration Team either by telephone on 0208 699 6731 or [admin@sydenham.lewisham.sch.uk](mailto:admin@sydenham.lewisham.sch.uk).

Lastly, 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 look forward to seeing you all on Wednesday 3<sup>rd</sup> April 2019.

Yours sincerely,

J. Alexander  
Year 10 Learning Coordinator