



Kelvin Grove Primary School

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Thursday 8th October 2020

Dear Parents & Carers,

PARENTS' EVENING
12th, 13th, 14th, 15th, 16th October 2020
For children in YR2

Due to the current situation with Covid-19, we will not be offering face-to-face parent meetings this term. In the week beginning 12th October you will be able to book a telephone conversation with your child's class teacher. This will be a chance to talk about how your child has settled in, what they have been learning in class and how you can support at home.

You will be able to book an available appointment between Monday 12th and Friday 16th. Teachers will do their best to call you within your time slot but be prepared that they may call you a short period before or after your scheduled time. If for any reason you miss the call or do not receive a call, please contact the school office who will assist you in booking a new time.

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 9th October at 3.30pm

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.

<https://kelvingrove.lewisham.sch.uk/wp-content/uploads/2020/01/Parent-Guide-Parents-Evening.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