



16th January 2020

Dear Parent/Carer,

**Re: Year 8 Parents' Evening
Online Appointment Booking / Options Information Talks**

I would like to invite you to attend our Year 8 Parents' Evening on Wednesday 5th February 2020. 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.

With this in mind, the Parents' Evening will also be the launch of the GCSE options selection process. There will be three 'Options Information Talks' throughout the evening at 4.30pm, 5pm and 6pm, lasting approx. 30 minutes. Please block out a gap in your appointments so you can attend one of the sessions. The talks will be hosted by Deputy Head teachers Ms Wijnberg and Ms Pooley and will outline the GCSE options available and the selection process. You will also have the opportunity to find out more about the new subjects that students can choose at GCSE. It is a good idea to ensure that you have at least a 10 minute gap in your appointments so that you can visit these subject information tables.

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 attend the evening.

We will be operating the online appointment system which enables parents to make appointments from Wednesday 22nd January 2020. 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.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, so please ensure you make your appointments in plenty of time. If you do not have access to the internet, please contact Administration Office by telephone on 0208 699 6731.

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 5th February 2020.

Yours sincerely,

Mrs H. Wilson
Year 8 Learning Coordinator