

# Holbeach Primary School

Nelgarde Road, London SE6 4TP

Tel: 020 8690 4713 Email: admin@holbeach.lewisham.sch.uk

Web: www.holbeach.lewisham.sch.uk



Today's learners are tomorrow's leaders

Wednesday 21<sup>st</sup> April 2021

Dear Parents/Carers,

## RE: PARENTS EVENING - SPRING TERM 2020/2021

We are writing to invite you to take part in the **Spring Term Parents Evenings** and to let you know the good news that things just got a whole lot easier because you can now **book your appointments online** (see page 2 for an explanation of the booking details).

As with the Autumn Term Parents Evening, in light of the protective measures that are in place at Holbeach to reduce the spread of the coronavirus, the Spring Term Parents Evening will be held **over the telephone** at a designated time and will last no longer than 10 minutes.

Once again, we have separated the classes out into different evenings so that the staff can work safely and effectively from the school.

<b>Classes:</b> RB 1L 2B 3S 4A 4B 5A 5D 6L	<ul style="list-style-type: none"><li>• Tuesday 4th May (4:00-6:00pm)</li><li>• Wednesday 12th May (4:00-7:00pm)</li></ul>
<b>Classes:</b> Nur RW 1S 2T 3C 3L 4S 5G 6F	<ul style="list-style-type: none"><li>• Wednesday 5th May (4:00-7:00pm)</li><li>• Thursday 13th May (4:00-6:00pm)</li></ul>

### The purpose of the Spring Term meeting:

During the year, all parents/carers have the opportunity to attend two parents' evenings (one in each of the Autumn and Spring Terms). It is vital that you use these meetings to ensure that you are kept well informed of the progress your child is making. You will also receive a written summary/report at the end of the academic year (in July).

### During the Spring Term Parents Evening it is important:

- To review your child's work with the class teacher and discuss their learning
- To review the English and Maths targets that were set for your child in the Autumn Term

### To enable the evening to run smoothly:

- Please answer the telephone when we call
- Please ensure that you have prepared any questions you would like to ask
- Please keep your conversation to no longer than 10 minutes.
- Please book different times for each of your children.

**PLEASE NOTE THAT YOUR APPOINTMENT WILL BE CANCELLED IF YOU DO NOT ANSWER THE TELEPHONE WHEN WE CALL.**

Yours sincerely

Tom Bulpitt  
Headteacher

Headteacher:  
Mr Tom Bulpitt

Assistant Headteachers:  
Mrs Angela Cronin  
Mr Phil Morriss  
Mrs Karen Robertson

School Business Manager:  
Mr Gareth Hudson

Premises Manager:  
Mr Derek Holmes

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## **How to Book your Parents Evening Appointment**

We will send a link to your mobile phone or email address on **Thursday 22<sup>nd</sup> April** which will take you to our online booking system to select a time convenient for you.

Please follow these simple steps to book your slot:

1. Click the link that you receive through text and/or email to take you to the confirmation page. You will need internet access to do this.
2. Enter your child's first name to continue. If you have more than one child, any of their first names will work.
3. Next you will be taken to the booking page. This will show your children alongside all of the teachers that you can book in with.
4. Click 'Please Choose' to be shown a list of available times that you can click to book.
5. Please click 'Book this Slot' to complete your booking. When the button has turned green you know your booking has been made.
6. At any time before the Parents Evening, you can click the link on your phone or email again to check your booking time or even un-book by clicking the green booked button.

Make sure you book your parents evening ASAP to ensure you get the best time for you.

**Headteacher:**  
Mr Tom Bulpitt

**Assistant Headteachers:**  
Mrs Angela Cronin  
Mr Phil Morriss  
Mrs Karen Robertson

**School Business Manager:**  
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Mr Derek Holmes