



ROBIN HOOD PRIMARY SCHOOL

Bowness Crescent,
Kingston Vale, London, SW15 3QL
t 020 8546 7388
f 020 8547 1692
e office@robinhood.rbksch.org
www.robinhood.kingston.sch.uk

Headteacher: Mr Pete Boulton — Deputy Headteacher: Mrs Julie Smith

Dear Parent/Carer

Monday 1st October 2018

Reception – Year 6 Parents' Evening November 2018

We will be holding Parents' Evenings on **Monday 12th November and Tuesday 13th November** from 3.30pm - 6.00pm in the School Hall to discuss your child's progress. Please could you complete the attached slip, showing your preference and **return it as soon as possible and no later than Friday 12th October.**

Each appointment will be for **ten minutes only**, if you require a longer session please make an appointment at another time. **Please could parents be as flexible as possible with the times required.** Unfortunately some appointments become fully booked and we have to offer parents an alternative appointment.

It is essential that you arrive on time for your allotted appointment time, so that other parents are not inconvenienced. **Please note if you miss your appointment time, your appointment will be cancelled and you will have to rearrange to meet the class teacher at another suitable time.**

The children are strongly encouraged to attend, so the meeting is more of a conference. However, there will be a crèche available on the night from 3.30pm to 6.00pm, should parents need to use it. Parents should collect their children as normal at 3.15pm and only use the crèche when it is your appointment time. **Please note: Karate Club is cancelled on Monday, Drama Club is cancelled on the Tuesday, but all other clubs will be on as normal on the Tuesday.**

I would also like to take this opportunity to remind all parents and carers that appointments can be made at any time throughout the year with your child's class teacher. If appropriate meetings can then be arranged with a member of the senior leadership team:

Mrs Bookbinder - Early Years Leader – Nursery and Reception Classes

Mrs Cox - Key Stage 1 Leader – Year 1 and Year 2

Mr Jones - Key Stage 2 Leader – Year 3, 4, 5 and 6

In addition both Mrs Smith and I are always willing to meet with you, but it is essential that your initial appointment is made with the class teacher, unless it is seen as an emergency or of a nature that requires our immediate and direct input.

We look forward to seeing everyone attend Parents' Evening on either the 12th or 13th November.

Yours sincerely

P. Boulton

Mr Boulton - Headteacher



Please could you complete the slip below, showing your preference and **return it as soon as possible and no later than Friday 12th October.**

Class Teacher	Class
Mrs Bookbinder	Reception Class
Miss Asher/Miss Morris Almond	Year 1 – Purple Class
Miss Benham	Year 2 – Indigo Class
Miss Kramer	Year 3 – Jade Class
Mr Buczkowski	Year 4 – Pink/Ruby Class
Mr Jones	Year 5
Mr Ashford	Year 6

I would like to see on

(PLEASE TICK ANY APPOINTMENTS YOU WOULD BE ABLE TO ATTEND)

Monday 12th November 2018

- Between 3.30 – 4.30pm
- Between 4.30 – 5.30pm
- Between 5.30 – 6.00pm

Tuesday 13th November 2018

- Between 3.30 – 4.30pm
- Between 4.30 – 5.30pm
- Between 5.30 – 6.00pm

Child's Name (please print)Year.....

(Parent/Guardian).....