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Executive Headteacher (Thrive Trust): Mr P Cavanagh  
Head of School: Mr C Leng  
Deputy Headteachers: Mrs C Grandidge, Mrs L Piercy, and Mr J Shaw

1<sup>st</sup> March 2023

Dear Parents and Carers,

**Re:Year 7N Progress Evening - Thursday 9th March 2023**

We are holding a face-to-face Progress Evening on Thursday 9th March from 16:00 until 18:30. This is the first opportunity in the academic year for you to meet with your child's subject teachers.

You will be able to book five-minute appointments with your child's English, Maths, Science and French/Spanish teacher.

You will also be able to book an appointment with a Humanities teacher who will discuss your child's progress in History, Geography and RE.

For Computer Science, Drama, Art and Music, please only book an appointment with these teachers if you have something specific you would like to discuss. These teachers have multiple classes and only a limited amount of appointments.

Mrs Pratt, our SENCO, is also available on the evening if you would like to book an appointment with her.

To book your appointment, you will need to use the Arbor Parent & Guardian Portal. If you have not yet signed up to the portal, login details have been shared with you again today. Below, you will find the link for the portal and help guides on how to get started and how to book the appointments.

[Parent & Guardian Portal - Log In](#)

[Parent & Guardian Portal - Help Guide](#)

[Booking Appointments - Help Guide](#)

If you do not have your login details, if you have any issues with using the portal, or need help booking the appointments, please contact [arbor@kelvinhall.net](mailto:arbor@kelvinhall.net).

If you need to discuss any further issues or concerns regarding your child, Mrs Ford-Bentham (Pastoral Year Leader), Mr Cussons (Assistant Year Leader), and members of the Senior Leadership Team will also be available to assist you on the night.

We look forward to seeing you on the evening.

Kind regards,

Mr Christopher Leng  
Head of School  
Kelvin Hall School