Kensington Community Primary School

Brae Street
Liverpool L7 2QG
Head Teacher Kitty Davies

Telephone 0151 263 6429
schooladmin@kensingtonprimary.co.uk

2nd November 2026

Dear Parent/Carer,

Open Evening – Reception Classes & Key Stage 1

We are holding an open evening on **Wednesday 18th November** from 3.30pm to 6.30pm and you are invited to come into school and speak with your child's teacher.

To assist with the smooth running of the evening and to give everyone a chance to speak with the teacher, you will be able to make an appointment for a specific time. Please complete and return the slip below. It would be helpful if you could be as punctual as possible in order that other people are not kept waiting. Please come to school 10 minutes before your appointment time so that you can look through your child's learning journey or books prior to seeing the class teacher.

There will be some childcare provision (for children who attend our school) in the Key Stage 1 Hall, for families who **are not able** to find a responsible adult to look after their child/children at home.

We will be delighted to see you, so please make every effort to attend.

Yours sincerely

Mrs K Davies
Mrs K Davies
Head Teacher

Appointment time request slip - please return this part to the class teacher

Child's name..... Class.....

If possible I would like an appointment to see my child's teacher:-

Between 3.30pm & 4.30pm ☐ Between 5.30pm & 6.30pm ☐

Between 4.30pm & 5.30pm ☐

Signed.....(Parent/Guardian) Date: .....