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13th September 2024

## **Parent-Teacher Meetings** (Y1 to Y6)

Monday 30th September, Tuesday 1st, Wednesday 2nd and Thursday 3rd of October

Dear Parents,

We are happy to inform you that your child's class teacher will be available to have a face-to-face meeting with you on one of the above dates.

• Year 1- Year 6 = 15 minute meetings

There will be two phases for booking meetings. This is to enable families with two or more children to schedule multiple appointments on the same day; therefore, it is important that they have first access to the booking system.

You will receive an invitation letter with the details for making a booking on one of the following days:

Phase 1 - Monday 16th September at 14:00 - families with two or more children in Year 1 to Year 6

Phase 2 - Tuesday 17th September at 14:00 - families with one child in Year 1 to Year 6.

Yours sincerely,

**David Walton** 

Assistant Principal: Assessment and Reporting