

St. Joseph's Primary School

1 Seafin Road

Killeavy, Newry

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Principal: Mr Gary Trainor BEd (Hons) PQH NI



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16th January 2024

Parent Teacher Meetings

Dear Parent/Guardian

We are in the process of organising Parent and Teacher consultations for 2023/24. We are able to offer a choice of either a face-to-face meeting **or** a telephone consultation.

This is an excellent opportunity for you to discuss your child's progress to date and to find out how you can further support their learning and pastoral development going forward.

In keeping within the guidance set out within current teacher industrial action – Action Short of Strike, **Friday 2nd February** has been set aside for face-to-face meetings. (School is **CLOSED** for pupils on this day) Telephone consultations will take place from **Monday 29th Jan to Thurs. 1st February**.

- Phone Calls from Monday 29th through to Thursday 1st will occur after school between the hours of:
 - 2.10pm to 4.15pm for P1 – P3 classes
 - 3.10pm to 4.15pm for P4 – P7 classes
- Meetings on **Friday 2nd February** will occur from 8.45am to 3pm. (School is **CLOSED** for pupils on this day)

Individual teachers will confirm exact date and time with you once all requests for meetings have been received. To that end it is vitally important that **replies are sent back into school tomorrow Wednesday 17th January** for planning and organisational purposes.

Please indicate via the Reply Slip below your preferred method of meeting and return to the class teacher. (Separate reply for each sibling please)

Yours sincerely

G Trainor

Principal

REPLY SLIP

Child's name.....

Class.....

I would prefer a face-to-face meeting

☐

I would prefer a telephone meeting

☐

} Please tick one