

OUR LADY'S PRIMARY SCHOOL

12 MILLTOWN ROAD
BENBURB, DUNGANNON
CO. TYRONE
BT71 7NJ

Tel/Fax: 028-37548237

Principal: Mr Tomás Mc Kee

E-mail: info@ourladys.tullysaran.ni.sch.uk

Website: www.ourladyspstullysaran.com

Our Lady's P.S.



4th November, 2021

Dear Parent/Guardian

I am writing to inform you of the arrangements for this year's Parent-Teacher meetings commencing on Tuesday 9th November and ending on Wednesday 24th November.

The Parent-Teacher meetings will be via phone due to current Department of Education COVID19 guidance and each class teacher has been designated a day to contact parents. Calls will last for a maximum of ten minutes to ensure that teachers are able to contact all parents on the agreed date. Teachers will outline a time window of one hour when parents should receive their call so that parents can make arrangements to accept the call. If you miss your call, please contact the school to arrange another one. Also, if a parent needs to speak to a teacher for longer than the agreed time a further meeting can be arranged for another date.

Teachers will notify parents/guardians the week prior to the designated meeting day of the time window that their meeting has been scheduled. A letter with a reply slip will be sent home. If the time of your meeting doesn't suit, please suggest other times that would be more suitable and confirm your telephone number. Thank you.

Parent-Teacher meetings are very valuable opportunities to review children's progress, discuss how they have settled into school and agree targets for the remainder of the year. It is vitally important that a meeting is completed for every child.

Planned dates for Parent Teacher Meetings are as follows:

Tuesday 9th November: **Primary 4** - Mrs Mc Cloy (amccloy737@c2kni.net)

Wednesday 10th November: **Primary 6** – Mr Mc Cusker (rmccusker298@c2kni.net)

Thursday 11th November: **Primary 7** – Mr Mc Kee (tmckee362@c2kni.net)

Tuesday 16th November: **Primary 5** – Mrs O'Hara (kohara636@c2kni.net)

Wednesday 17th November: **Primary 2** – Mrs Dillon (kdillon751@c2kni.net)

Thursday 18th November: **Reception/Primary 1** – Ms Loughran (nloughran844@c2kni.net)

Wednesday 24th November: **Primary 3** – Mrs Comiskey & Mr Mc Cann

(kcomiskey765@c2kni.net or cmccann276@c2kni.net)

Please contact the school office or your child's class teacher if you have any queries regarding Parent-Teacher meetings. Thank you.

Yours sincerely

Tomás Mc Kee

Tomás Mc Kee
Principal