

Hallsville

Primary School

Executive Head Teacher Ms Keri Edge,
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Wednesday 11th November 2020

Dear parents/carers,

Parent meetings are due to take place on Friday 20th November. As face-to-face meetings cannot be held at present, the meetings will take place over the telephone.

During the telephone meeting, you will have the opportunity to discuss your child's progress and ask any questions you may have about your child and their learning.

Please sign up for a meeting time that best suits you using the form that has been placed in your child's Google Classroom under classwork. **This form will be available from 9am Monday morning.** Please ensure that you provide the correct phone number for your child's teacher to use on the day when completing the form.

On the day

- Your child's teacher will ring you at as close to your assigned time as possible. Please be patient.
- Please ensure that you are ready to take the call.
- Please note, as teacher's will be calling from their own phones, the number will be withheld/unknown.
- Teachers will need to stick to the time slots. If needed, a separate meeting can be arranged to discuss any issues that may require more time.
- Please remember to treat our staff with respect. If you have any concerns please contact a member of the senior leadership team.
- Teachers will send home the target sheet that they discuss with you on Wednesday 18th November.

Yours sincerely,

Miss L Johnson

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