



Hipsburn Primary School, Lesbury, ALNWICK, Northumberland. NE66 3PX
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Headteacher Mr Kevin Moloney

24.02.2020

Parent Teacher Meetings - Spring 2020

Dear Parents,

Parent teacher meetings will be held in the school hall on **Monday 9th and Wednesday 11th March, from 15.30-18.30.**

To make a 10 minute appointment to see your child's teacher, please complete the slip below and return to the school office by Thursday 27th February. To accommodate as many requests as we can, it helps if you can tick as many time slots as possible. If you are seeing more than one teacher, we will do our best to schedule your appointments as close together as possible and in your preferred time slot(s). Confirmations will be sent out on Monday 2nd March.

School governors will be available in the hall should anyone wish to speak to them. Please note after school clubs will run as normal on these days.

Kind regards,
Mr K Moloney

Parent Teacher Meetings

Child (ren's) Name (s)

Monday 9th March (All Classes)	Please tick your preferred time slot(s)		Wednesday 11th March (All Classes)	Please tick your preferred time slot(s)
15.30 - 16.00			15.30 - 16.00	
16.00 - 16.30			16.00 - 16.30	
16.30 - 17.00			16.30 - 17.00	
17.00 - 17.30			17.00 - 17.30	
17.30 - 18.00			17.30 - 18.00	
18.00 - 18.30			18.00 - 18.30	

Signed

Parent's name

