



KILLINA PRESENTATION SECONDARY SCHOOL

Rahan, Tullamore, Co. Offaly.

Sixth Year Parent Teacher Meeting
Thursday 8th November 4.15-6.45

Dear Parent(s) / Guardian(s),

Please note that the parent-teacher meeting for parents and students of Sixth Years will take place on Thursday 8th November. Parents are requested to arrive in good time if they wish to meet with all the teachers. In a change to our normal parent teacher meeting, this year we expect that 6th years students will attend the meeting with their parent(s).

We also expect that all parents accompanied by their son/ daughter will meet with the Principal/ Deputy Principal. Students will be informed as to who you are to meet with. The Year Head will also be available should you wish to meet with them.

The purpose of the meeting is to enable parents to discuss with teachers the progress and general behaviour of their son/daughter. So that you (and other parents) will not be unduly delayed, please keep consultations to less than five minutes. Please remember to fill the list of your son/ daughters teachers and subjects on the reverse of this page and bring this list with you to the meeting.

We look forward to seeing you on Thursday.

Yours sincerely,

**John Cotter,
Principal**