



Hipsburn Primary School, Lesbury, ALNWICK, Northumberland. NE66 3PX

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Headteacher Mr Kevin Moloney

Parent Teacher Meetings - Autumn 2021

October 15th, 2021

Dear Parents and Carers,

I am aware that parents will be keen to discuss their child's progress with their class teacher as we have been unable to hold our usual parent meetings over the past year. Under current health and safety legislation issued by our local authority, we will be holding parent teacher meetings in school after the half term break. However, appropriate measures to reduce the risk of COVID transmission will be in place, not only to protect staff and others, but to reduce the chance of an outbreak in school and thereby protecting on-site education provision.

To this end, we ask that only adults attend the meetings and observe social distancing and use hand sanitiser on arrival and departure. Parents are encouraged to undertake a lateral flow test at home prior to attending (these are readily available from gov.uk and from local outlets, including the post office in Alnmouth) and, of course, please do not attend if you or anyone in your household develop COVID-19 symptoms or have tested positive. We will be asking parents to wait outside the classrooms, so arrive promptly at your allotted time slot - please do not come early. Mask wearing is not mandatory, but we fully understand if you wish to wear one.

The meetings will take place on:

Monday 8th and Wednesday 10th November, from 15.30-18.30 in the following classrooms:

Alnwick Class ----- Preschool classroom
Bamburgh Class ----- Lindisfarne Classroom
Ford Class ----- Dunstanburgh classroom
Etal Class ----- Log Cabin

Appointments are strictly limited to 10 minutes and to book to see your child's teacher, please complete the google form <https://forms.gle/89kCS7JWwvNVg5eo7> by Friday 22nd October. We will do our best to allocate appointment times to suit everyone so it helps if you can choose all the time slots that you are able to attend. Confirmations will be sent out after half term.

Alternatively, if you would feel more comfortable with a telephone consultation, please check the box on the google form and we will contact you to arrange a date and time.

Please note after school clubs will run as normal on these days.

Kind regards,
Mr K Moloney

