



# Hezlett Primary School

1 Ballywoolen Road, Castlerock BT51 4TZ Tel. (028) 7084 8395

Principal: Mrs D Winters

## PARENT TEACHER INTERVIEWS

Dear Parent

17/9/20

You usually have an opportunity to meet your child's teacher in October each year to hear how they are settling in to life in their new class and discuss their progress.

Due to Covid 19 restrictions we have had to make some adjustments to ensure these interviews are safe, both for you, and for the teachers in school. Some members of staff have decided that telephone interviews are more appropriate for them.

Other staff have indicated that they prefer to meet parents in person. If you are attending for interview, we must insist that one parent only attends and no pupils or siblings may be in the building. The interview will take place in your child's classroom and will be socially distanced. You should wear a face covering at all times in the school building and only enter one minute before your interview time. Interviews will only last for a maximum of 10 minutes.

We usually try to accommodate family groups in our interview schedule but this year we are holding interviews on 2 separate weeks to reduce footfall in the building. Family groups will be accommodated within these 2 separate weeks so if you have a P1 and P2 child your interviews will be consecutive. Unfortunately, if you have a child in P3 and P6 you will have to visit school twice on two separate weeks.

P1-P3 from Monday 19<sup>th</sup> to Wednesday 21<sup>nd</sup> October from 1.00 pm as face-to face interviews (P1-3 pupils going home at 12.30 on these days)

P4 & P5 from Monday 9<sup>th</sup> to Thursday 12<sup>th</sup> November from 2.00 pm - telephone interviews. (Pupils going home at 2.00 Monday – Thursday)

P6 from Monday 9<sup>th</sup> to Thursday 12<sup>th</sup> November from 2.00 pm as face-to face interviews. (Pupils going home at 2.00 Monday – Thursday)

P7 from Monday 9<sup>th</sup> to Thursday 12<sup>th</sup> November from 1.00 pm as face-to face interviews. (Pupils going home at 2.00 Monday – Thursday)

If a parent is uncomfortable with face-to face interviews, then a telephone interview can be requested.

Yours sincerely

*Donna Winters*

(Principal)