



Buick Memorial Primary School

62 Main Street, Cullybackey, Ballymena, BT42 1BW
028 2588 0368

Dear Parent/Carer,

4th November 2020

Telephone Interviews for parents of children in P1–P7 Week beginning 9th November (Monday – Friday from 3-4pm)

At Buick we are committed to partnership working and want to share your child's successes and areas for development with you.

The extended holiday prevented our Parental Interviews taking place before half-term but we are delighted to inform you of our new plans.

We do not want to disrupt our children's education any further by having 3 consecutive half days, therefore, Buick staff will now conduct the Parental Interviews after school each day next week between 3pm and 4pm. Additional morning slots are available for parents of children in P4C and P5M to facilitate the larger class sizes.

Interviews are allocated in 10 minute intervals and are scheduled for one interview per pupil. – please do not exceed your allotted time as teachers have a schedule of calls to complete. Parents who do not cohabit but wish to have a joint conference call should ring the school and arrange this agreed time with your child's class teacher.

Appointment times should be booked via ParentMail and will be allocated on a first come, first served basis. Please be mindful of teachers who job share when booking your appointment. Whichever day you choose; you will receive the class teacher for that day.

Bookings will close on Friday 6th November at 3pm. Thank you for your co-operation in this matter.

Yours sincerely
Miss R Peters
Acting Principal

Website: www.buickmemorial.org
Email: info@buickmemorial.org