



KILLINA PRESENTATION SECONDARY SCHOOL  
Rahan, Tullamore, Co. Offaly

**Parent Teacher Meetings 2<sup>nd</sup> year, 5<sup>th</sup> year**  
**Thursday 2nd March**

**Dear Parent(s) / Guardian(s),**

Please note that the parent-teacher meeting for parents of Second year and Fifth Year students will take place on Thursday 2<sup>nd</sup> March. The school will be closed for students on that day. Parents are requested to arrive in good time if they wish to meet with all the teachers.

2<sup>nd</sup> Year meeting    9.00 - 11.50  
5<sup>th</sup> Year meeting    12.45 - 3.45

Parents are asked to arrive at the beginning of the time allocated for your son/daughters Year group. As it will be a busy day for teachers it will be necessary to finish for lunch at 11.50. The 5<sup>th</sup> year meeting will commence after lunch at 12.45.

The Principal, Deputy Principal and Year Head will 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 brief. 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 Thursday.**

**Yours sincerely,**

  
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**John Cotter,**  
**Principal**

