



Education Resources
Executive Director **Tony McDaid**
Bothwell Primary School – Head Teacher: Paula Ross

Your ref:	Parents' Evening
If calling ask for:	Mrs Ross
Phone:	01698 852919
Date:	26 November 2020

Dear Parent/Carer,

Parents' Evening

The appointments for Parents' Evening have now been allocated. Your child has been issued with a slip to inform you of your appointment 'window'. As stated earlier, the times allocated are within a window to allow flexibility for making the call/lines being engaged etc. At some point during this time, your child's class teacher will call you with an update on their progress.

Appointments were allocated on a first come, first served basis, and I'm pleased to report that most parents will receive a call within their preferred time window. A small minority of parents, however, have been allocated a time outwith their requested time interval. This only happened where the time requested was already fully booked. We hope that parents in this situation will still be able to take a call at the time allocated.

Each appointment will last for 7-10 minutes. In order to keep to the appointment schedule, unfortunately the call cannot exceed 10 minutes. If however you feel for any reason that a longer meeting is required, as per normal parents' evenings, please contact the school office after this appointment.

We look forward to speaking with you over the next few weeks!

Yours sincerely,

Mrs Paula Ross
Head Teacher.