

**COLÁISTE ABBÁIN**

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## **3<sup>rd</sup> Year Parents/ Guardians Information Regarding our Virtual Parent Teacher Meeting 2<sup>nd</sup> November 2021**

Dear Parents / Guardians

We endeavour to maintain communication with you during these challenging times. We value the importance of our PTM meetings with 3<sup>rd</sup> year parents/ guardians and plan to hold these through a virtual platform via Office365.

Our scheduled date for our meeting is on 2<sup>nd</sup> November 2021 at 4pm sharp. Teachers will have scheduled a meeting with students in advance and your child will have this in their student diary.

You can pick your child up early on this day, (not before lunch, fill in permission to leave form in their diary) if you need to get better Wi-Fi access somewhere else. Parents / Guardians can access the meeting via teams on your child's phone using their account.

Please ensure you stick to the time schedule agreed with the teacher. Teachers have invested a lot of time in setting up these schedules and value the importance of communicating with you. In a few exceptional circumstances teachers will make contact with parents/guardians via phone.

Thank you for your ongoing support in enabling your child to reach their full potential.

Le meas,

A handwritten signature in black ink, appearing to read 'John Nolan', is written over a light blue rectangular background.

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John Nolan

Principal