

**First Year Parent Teacher Meeting**

**Date: 14<sup>th</sup> December 2023**

**Time: 4:15pm to 6:45pm**

Dear Parent/Guardian,

As per school calendar, our First Year parent teacher meetings will take place this Thursday in person at the school from 4.15pm to 6.45pm.

During the meetings, teachers will be situated in a number of classrooms as per below.

Room	Teacher name			
<b>Room 20 (Block 1)</b>	Rhianna Costello	Lorraine Galvin	Claudia Murtagh	
<b>Room 26 (Block 2)</b>	Daniel Clark	Leonna Condron	Laura Power	
<b>Room 27 (Block 2)</b>	Laoise Slattery	Ciara Mealy	Shane Hynes	
<b>Room 28 (Block 2)</b>	Niamh Hogan	Amy Kerins	Deirdre McGauran	Caoimhe McHugh
<b>Room 30 (Block 2)</b>	Amie Hughes	Aideen Kinsella	Conor Halton	Niamh Small
<b>Room 32 (Block 2)</b>	Gráinne McLnerney	Ryan McGill	Emily O' Dwyer	Gerard Vickery
<b>Support Centre Room 15</b>	Nicola McCann			

Upon arrival you will be greeted by our student council members who will direct you to the classrooms being used. Please note that the majority of the teachers will be in the classrooms in block 2, however one classroom is being used in block 1 (room 20). All classrooms will have a sign with the room number and there will also be information beside the entrance to the classroom, outlining which teachers are holding meetings in that room. If you cannot find a teacher you are looking for, please ask one of our student council members, they will be wearing high visibility bibs and will be more than happy to help.

As can be the case with secondary school parent teacher meetings, it will not be possible to speak to all of your child's teachers on the night and we would encourage you to prioritise the teachers who you particularly wish to speak to. Teachers who appear in red in the table above will be particularly busy and will likely have longer queues as they teach 3 or more classes in this year group (90 students approx).

Each meeting will last for a maximum of 6 minutes and the meetings will finish at 6.45pm sharp. We do expect there to be some queuing therefore the earlier you arrive the more teachers you will have the opportunity to talk to. From our experience, peak times tend to be from 5.30 to 6.45pm.

Before you come to the meeting, it is important that you are aware of who your child's teachers are.

You will be able to find this information by logging in to your Vsware parent account and clicking on 'timetable'. The winter report which you are due to receive on Tuesday afternoon of this week will also highlight who your child's teachers are. We would ask that you bring a hard copy or that you can access a soft copy on your device of this report for the meetings.

Please note that there is no parking on site and the vehicle gates will be locked.

We look forward to seeing you on Thursday.

Kind Regards,

Pádraig Conaty  
Principal

Mick Heffernan  
Deputy Principal