



Keyworth Primary School

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Executive Headteacher: Sarah Beard Head of School: Elizabeth Marriott

19/01/2017

Dear Parents/Carers,

Tutorial Day 2017

On Monday 20th of February there will be a Tutorial Day at the school. This will give you a chance to meet with your child's teacher to discuss your child's progress. The School will therefore be closed to children however, they are welcome to attend the appointment with you.

This year, all bookings will be going through ParentMail. **This means that you will need to have signed up to ParentMail by 29th January at the latest.** If, for any reason, you have already spoken to the school regarding ParentMail, then please come into the office so that we may help you.

If you are experiencing any problems with this, please do not hesitate to contact the office. We are happy to help you with any issues.

Thank you.

Sarah Beard
Executive Headteacher