



Keyworth Primary School

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Executive Headteacher: Sarah Beard Head of School: Elizabeth Marriott

19th January 2018

Tutorial Day

Monday 5th February 2018

Dear Parents/ Carers,

On **Monday 5th 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.

All bookings can be made through ParentMail from 22nd January 2018. Booking will close on 2nd February 2018.

This means that you will need to have signed up to ParentMail. If you have not already signed up for ParentMail please contact the school office. All you need to provide is your email address.

Please do not hesitate to contact the office if you need any assistance.

Yours sincerely,

Sarah Beard
Executive Head Teacher