



St MacNissi's Primary School
Christine Road
Newtownabbey
BT36 6UE
Tel: 028 90342166

Dear Pre-School Parents / Guardians

12th January 2022

A Happy New Year to you all. May I take this opportunity to remind you that the online portal for the Open Enrolment process for entry into Primary 1 has now opened. If you have any queries, please do not hesitate to contact school.

Parent Teacher Interviews

As I had mentioned in an earlier email we will be offering you the opportunity to speak with Mrs McCorry through the process of Parent /Teacher interviews. These interviews will follow the pattern of the Primary School and be in the form of telephone conversations. Mrs McCorry will take a full day of calls on Thursday 20th January and the afternoons of Friday 21st, Monday 24th and Tuesday 25th January.

We will operate an on-line booking system to allow you to choose the 'best fit' time to facilitate a meeting. To access the on-line booking system please visit the Pre-School website page and access through.... **'Parents'** and book through **'Parent/Teacher Meetings'**.

The booking system is now open and will **close down** at 2:00pm on Tuesday 18th January.

To make this work I would ask that you adhere to the following: -

- ✓ Mrs McCorry will post times that she is available.
- ✓ Mrs McCorry will phone you at the time chosen.
- ✓ The phone call will show caller 'ID Unknown'
- ✓ The allocated time for each 'conversation' is approximately 10 minutes.
- ✓ **Please be mindful that the next parent is waiting.**
- ✓ It is necessary that you keep to your appointment time as the **school cannot offer other appointments or dates.**

Many thanks for your support with this matter.

Regards

J. McAuley (Principal)