

18th October 2011

**Parent-Teacher Meetings
Academic Year 2011 – 2012**

Dear Parent/Guardian,

I am writing to give you advanced notice of the above Parent-Teacher meetings that will occur during this Academic Year. All Parent-Teacher meetings are between 4:15pm and 6:45pm. Each meeting is scheduled to take place in the Evening Study Hall. **That will mean there will be no evening study for Day Students on that particular night.** However, if you would like me to arrange an alternative venue for your son/daughter to complete evening study, I can do so. In order to do this, please contact Mr. Niall Black, Senior Dean of Residence, directly.

Please take note of the following dates for your diary:

Year	Date
VENUE: EVENING STUDY HALL	
Second Year	27 th October 2011
First Year	10 th November 2011
Sixth Year	15 th December 2011
Fourth Year	9 th February 2012
Third Year	1 st March 2012
Fifth Year	29 th March 2012

Mid-term reports are due for completion by the end of this month and will be posted to you in due course. Any concerns regarding the progress of your son/daughter, please make contact in the first instance with your child's class teacher.

Yours faithfully,

Dermot Lavin
Principal