



**Archibald First School**  
Archibald Street  
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Headteacher **Mrs R Turner**

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Monday 16<sup>th</sup> March 2020

### Parents' Evening

Dear Parents and Carers,

As of today, Parents' Evening will go ahead as planned for Classes 1, 2, 3, 4, 5, 6, 8, 9 and 10.

We ask that you use the hand sanitiser located around school as you enter and leave the school building. If you bring your child/children with you, they will need to remain with you and sit quietly outside of the classroom.

Whilst I appreciate that some parents may choose not to attend, due to the current circumstances appointments will not be rescheduled. We have no way of knowing what developments may take place over the coming weeks and I have a duty of care to all my staff, to think about their personal health and wellbeing as well as that of their own families.

If there are any immediate concerns, that need to be shared, then the class teacher will make contact with you.

Thank you for your understanding.

Kind regards

*R Turner*

Mrs. R. Turner  
Head Teacher

**Having fun, achieving excellence.**

Successful learners. Confident individuals. Responsible citizens.