Parent Teacher Interviews/Conferences Term 2 2014

11 June 2014

Dear Parents,

Parent Teacher interviews will be held on Wednesday 25 June from 12:45pm – 8:00pm. The interviews will enable us to discuss your child’s progress after considering the information in the June report.

Please ensure you complete the online booking procedure at www.schoolinterviews.com.au with the event code URLZK. Bookings open at 4.30pm Thursday 12 June.

The duration of the interview will be 15 minutes and will be conducted in your child’s classroom unless advised otherwise. If parents and/or teachers need more time to discuss issues or concerns please make an additional appointment to meet with the teacher to continue the interview.

As the majority of these discussions will be conducted on one day only, students will be dismissed from school at 12.30pm on Wednesday 25 June. We realise some families cannot arrange care for children on days like these so we have the option of caring for these children at school, however, we do ask that you assist if you can, as the arrangements are logistically difficult.

The 2 options available will be:

1. Your child will be dismissed at 12:30 and collected as normal from school at this time.
2. Your child will remain at school until the usual dismissal time of 3.30pm and will be supervised at school by specialist teaching staff.

Andrew Guthrie
Assistant Principal

Please complete the following form indicating your preference and return to school as soon as possible:

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PARENT TEACHER INTERVIEWS – Wednesday 25 June, 2014    Early Dismissal
Name of Student: ________________________________ Room No: ______________

On the day of interviews (please select one box and tick): 
I would like my child dismissed at 12:30pm  ☐

Or

My child will remain at school until 3:30pm  ☐ (please only choose this option if you are unable to make alternative arrangements)

Signed: ___________________________________ Relationship: ________________________ (e.g. mother, father)

Date: __________________________
Dear Parents

Parent / Teacher Interviews will be held on Wednesday June 25th. You can now book interviews at times that suit YOUR FAMILY BEST. Go to www.schoolinterviews.com.au/code and follow the simple instructions.

BOOKINGS OPEN TOMORROW Thursday 12th June at 4:30pm
BOOKINGS CLOSE Friday 20th June at 1:00pm

When you click finish, your interview timetable will be emailed to you automatically - check your junk mail folder if you do not receive your email immediately. You can return to www.schoolinterviews.com.au at any time, and change your interviews - until bookings close.