

Dear Parents and Carers,

Parent-Teacher interviews will be offered from Monday 23 March to Friday 3 April. This is a valuable opportunity for you to speak with your child's teacher/s about how they have settled into their new class and discuss any developing concerns early in the year. Bookings will be completed online. They will be open from Saturday 14 March and will close Thursday 19 March at 3pm, when access to bookings will close.

Interviews are 10 minutes, with a short transition time for the teacher to prepare for the next interview and we ask that you work with us to keep within this 10 minute time frame. Interviews will be located in your child's classroom. If you require more time with a particular teacher, please arrange a separate meeting by telephoning the school on 9907 9672.

In order to book, please follow the instructions below.

Go to www.schoolinterviews.com.au

MAKE A BOOKING

enter the code **wb328**



Enter your details



Select the teacher you wish to see



Select the appointment time that suit your family best

When you click FINISH your selected bookings will be emailed to you immediately. If you not receive your email, please check your junk-mail, or enter the event code again and check your email address spelling.



Update your details if the email address is incorrect.

DO NOT DELETE the email you receive. Keep it somewhere safe. You may need to refer back to it at a later date.

REMEMBER TO ADD YOUR APPOINTMENTS TO YOUR CALENDAR - reminders will not be sent home.

If you need to view, cancel, change or print your bookings:

- Click on the link in the confirmation email you received after you made your bookings
- OR return to www.schoolinterviews.com.au and enter the code and the email address you used when making your bookings.
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Kind regards,

Mrs Sharon Oscroft