



Dear parents/caregivers,

Parent/Teacher/Student interviews will be held in Week 11. Interviews are strictly 10 minutes and will be held in the school library. If you require more time with a particular teacher, please arrange a separate meeting by contacting the school.

This year we will be using an online school interview booking system. To book in an interview with your child's teacher go to the website www.schoolinterviews.com.au and enter the code **78fxw**. The direct link to the website is also on our website and school Facebook page.

Once you are at the website follow the instructions below:



Enter your details



Select the teachers you wish to see



Select the appointment times that suit your family best



When you click FINISH your selected bookings will be emailed to you immediately. If you do 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.

Bookings will be finalised Wednesday 30th March at 4pm.

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.

Mrs Lockley
Assistant Principal

Mrs Kathy Browne
Principal