



18 March 2019

SPECIAL NOTICE

TERM ONE: PARENT/TEACHER CONFERENCES

ALL YEAR 4-8 STUDENTS
YEAR 1-3 STUDENTS BY INVITATION *

*(*Due to the Year 1-3 assessment and reporting schedule, not all students are due for an interview at this time. Caregivers of students who are due to meet, will receive a hard-copy of this notice and are invited to book a time using the online booking system. Other parents will be invited for an interview after their child's next report. If you have any questions, please contact your child's teacher.)*

- **Thursday 28 March between 2:15pm and 6:00pm**
- **Tuesday 2 April between 3:15pm and 7.30pm.**
(these times may vary for Year 1-3 classes)

These conferences are part of a complete annual programme of reporting to parents on individual student achievement. The purpose of this particular conference is for teachers to share the results of the specific term one assessments and to inform you of key learning goals for your child(ren) and how you can support them in meeting these goals. We believe your child's education is a partnership between home and school and therefore we strongly encourage a parent/caregiver from all families to attend. If you have a prior commitment on these particular days it may be possible to set up an alternative time.

If parents of Year 4-8 students think it will be beneficial for their child to accompany them to this interview, they are welcome to attend.

Parents/caregivers are invited to register for the conferences on line. *Bookings will open at 9am tomorrow, Tuesday 19 March.*

Instructions:

Log into www.schoolinterviews.co.nz and log in the school code of **zzbx3**
From here follow the prompts to log in your name, email address and child(ren)'s names. Click Go. Now choose from the drop down boxes the Yr level and teacher you wish to make the appointment with. Click Go. This now takes you to the booking sheet for you to choose your appropriate times.

Once completed, your appointment times will be emailed directly to you. If for any reason you need to cancel or reschedule your times, you can go back in and click cancel or choose another appropriate time slot.

For those parents who do not have access to the internet, please see Mrs Blackburn at the school office so that an online appointment can be made for you.

Yours sincerely

Rachel Poultney
Deputy Principal

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