22 July, 2021

Dear Parents and Caregivers,

Parent / Teacher Interviews Term 3 2021

As a part of our reporting and assessment cycle we will be conducting Parent/Teacher Interviews via phone, during Week 4/5 Monday 2 August – Tuesday 10 August. Please note individual class teachers have indicated within this period of time when they are available to have their class interviews. Interviews will be timetabled in 10-minute time slots. Phone call time limits need to be adhered to, to ensure everyone receives their call on time. If there are issues requiring further discussion then a second phone appointment can be organised.

Please note these interviews are optional. If you feel you have received enough information about your child's progress, you do not need to participate at this time.

Please see the reverse side. Complete and return the note to your child's class teacher.

Sue Tangye
Rel.Principal

Parent /Teacher Interviews Term 3 2021- Class 1/2P

Student's Name: _____   Class:_____

Parent/Caregiver name: _____
Contact phone number: _____

Please indicate your first **three** preferences by numbering 1 – 3 next to the appropriate times. All effort will be made to ensure you receive an interview time in one of your preferred time choices. Please note: all interview phone calls are to run for **10 minutes only** and if you are running late for any reason your phone call will need to be rescheduled.

Wednesday 4/8/21		Wednesday 4/8/21		Tuesday 10/8/21	
Time	*Preference*	*Time*	*Preference*	*Time*	*Preference*
8am-8.10am		9.50am-10am		3.10pm-3.20pm	
8.10am-8.20am		10am-10.10am		3.20pm-3.30pm	
8.20am-8.30am		10.10am-10,20am		3.30pm-3.40pm	
8.30am-8.40am		10.20am-10.30am		3.40pm-3.50pm	
8.40am-8.50am		10.30am-10.40am		3.50pm-4pm	
8.50am-9am		10.40am-10.50am		4pm-4.10pm	
9am-9.10am		10.50am-11am		4.10pm-4.20pm	
9.10am-9.20am				4.20pm-4.30pm	
9.20am-9.30am				4.30pm-4.40pm	
9.30am-9.40am				4.40pm-4.50pm	
9.40am-9.50am				4.50pm-5pm	