Dear Parents

You are invited to a “Meet the Teacher” Interview which will be held on **WEDNESDAY 9TH MARCH 2016**. The interview times on this day will be between 2:00pm and 7.00pm. These interviews are for parents and teachers to meet and develop a line of communication between home and school. Each interview will be for a **maximum duration of ten minutes**.

You can now book interviews at times that suit **YOUR FAMILY BEST**. Go to [www.schoolinterviews.com.au](http://www.schoolinterviews.com.au) and follow the simple instructions.

**BOOKINGS OPEN** - MONDAY 29TH February at 4.00 pm

**BOOKINGS CLOSE** – TUESDAY 8TH March at 4.00 pm


Enter **THIS** school event code. Then follow the 3 simple steps.

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](http://www.schoolinterviews.com.au) at any time, and change your interviews - until bookings close.

If you do not have access to a computer either at home, public access (eg. Library) or at work, parents are invited to come to the school office and assistance will be available to make the booking.

Interviews are strictly 10 mins and spaces are limited. If you require more time, please contact your teacher directly to make alternative arrangements.

Parents are encouraged to leave a gap between each booking to allow for movement between interviews and any overlap in time.

Parents can change their interview bookings, any time prior to the closing date, by re-visiting the [www.schoolinterviews.com.au](http://www.schoolinterviews.com.au) website, and using the event code. Remember to use the same name and email address, you used when you made your original booking.

Parents wishing to change their interview times after the closing date should contact the school directly on: 9391 8942.