Dear Parents and Carers

Parent-Teacher interviews will be held in the last week of term. Interviews for the classes will be as follows:

MONDAY 29 March 4/5M, 5L, 5W, 6B, 6C, 6P
TUESDAY 30 March 1C, 1M, 1/2S, 2C, 2D, 2/3K
WEDNESDAY 31 March KC, KM, KS, 3M, 3W, 4G, 4S

Interviews will be held between 1.30 p.m. and 6.30 p.m. Because of time constraints, interviews will be **limited to ten minutes**. If there are in-depth issues requiring longer discussion, please feel free to make an appointment with your child’s teacher at another mutually convenient time. To be fair to all, it is important that we keep to time.

Please indicate on the slip below three broad preferences for interview times, and return to your child's teacher by FRIDAY 18 MARCH. Your child’s teacher will endeavour to accommodate your wishes. Teachers will then send home a note with your specific appointment time listed.

We look forward to meeting with you and discussing your child’s adjustment and progress in this first term, and setting goals for the rest of the year.

Mrs Anne Hewson
Principal
9 March 2010

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Please complete and return to your child’s teacher

Parent-Teacher Interview Request Form

Child’s Name: ________________________________  Class: _______

Person Requesting Interview: ___________________________

(Please Print)

Relationship to Child: __________________________

Preferred Interview Time/s: *(Please number preferences in order 1-3)*

- [ ] 1.30-2.30 p.m.
- [ ] 2.30-3.30 p.m.
- [ ] 3.30-4.30 p.m.
- [ ] 4.30-5.30 p.m.
- [ ] 5.30-6.30 p.m.