Dear Parents,

In 2014 we are continuing to use the highly successful online booking system for parent teacher interviews.

All that you need is:

- connection to the internet
- a current email address
- a list of your son/daughter’s current subjects and teachers

If you are unable to find a particular teacher’s name, it may be that the teacher is unavailable for the evening. You can contact the school and speak with the Head Teacher of the subject on the evening to arrange an alternate time to speak with the teacher.

What you need to do:

1. Go to web address www.schoolinterviews.com.au
2. At the home page – all the information you require is on this page - browse through and familiarise yourself.
3. Login with the following unique event information **School Parent Code** NRA5R
4. Follow the prompts that will guide you through subjects and teachers’ names.

**Bookings will be open for this event from 3pm Fri 28 March until 11am Tue 8 April.**

Parent/Teacher night provides an information snapshot; it is not a forum for complaints or in depth conversations. Should you wish to speak to a staff member for longer than your allotted 5-minute timeslot, please phone the school to make an appointment during school hours.

Some S’RREAL tips for Parent/Teacher Night:

- **Responsible**: Arrive early and familiarise yourself with the layout and where the teachers are sitting. They will be in faculty groups. Banners will help you find these areas.
- **Respect**: You have been allocated a five minute time slot. If you miss your time slot – try and see the teacher to negotiate another time slot at another point in the evening.

Mrs J Roberti
Relieving Deputy Principal
27 March 2014