



COASTAL TARANAKI SCHOOL

**3 Way Conferences YR 1-8
Friday 24th July 2014 9.00am-6.00pm**

01.07.2015

Dear Parent/Caregiver

On Friday, 24th July 2015 from 9.00 am –6.00pm we will be holding parent information interviews in 15 minute time slots, during which the teacher will discuss and explain your child's progress to date this year and what their next steps in learning are. Students will be encouraged to discuss their learning. Information will be shared that will help the goal setting process and identify areas of strength.

These interviews will have nominated booking times and be held in the child's classroom, please see reverse for booking information.

As some teachers may have up to 30 interviews it is imperative that they run to time.

We look forward to meeting with you and working with you in supporting your student's success and development at our school.

Please Note

- **The school is closed for tuition for Year 1-8 students, these students are required to attend their interview only. There will be NO supervision for the rest of the day.**
- **Year 9-13 students: School as normal. These students are expected to attend their usual lessons**
- **Buses will be running .**

See reverse for booking information

Booking Instructions

We have a booking service available for Parents via the internet. This allows you to book school interviews for the times that suit *you*.

All you need to do is:

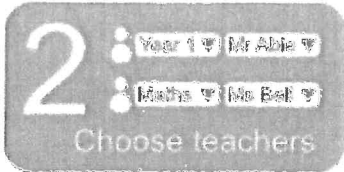
Step 1. Go to the website: www.schoolinterviews.co.nz

Step 2. Enter our School code: **RSR97** and press **GO**

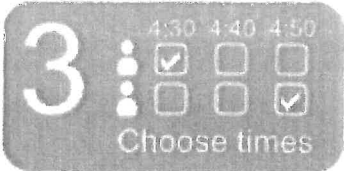
You will be guided through three simple steps, and a few moments later you will get an email confirming your interviews.



First enter *your* name, your student's name(s), and your email address.



Next select the teacher's initials, then choose from the list of teachers.



You will then see a timetable showing when your chosen teachers are available. Simply click on the times that suit you.

For parents **without internet access** or would prefer the office to make the bookings, please complete the form below and return **1 form per family**.

For us to accommodate your preferred times, please return your form promptly. A return slip will be sent home via the student with a confirmation of your interview time/s.

9.00am – 12.30pm

1.15pm – 3.30pm

4.00pm – 5.45pm

Students Name	Teacher's Name

Parent / Caregiver's Name: _____ Contact No: _____