

## BELL BLOCK SCHOOL PARENT/TEACHER/STUDENT INTERVIEWS

21 June 2017

### Dear Parents/Caregivers

Parent/teacher/student interviews will be held on Thursday 6 July 8 - 8:30am and 3:10 - 7:30pm. **All bookings will be made online.**

#### Points to note:

- All meetings will be held in the classrooms.
- Each meeting will be of 10 minutes duration. So that we can avoid long delays for other parents, if you need longer, please arrange to meet the teacher on a future date.
- Children are encouraged to attend with you, but if you would prefer to meet the teacher without your child please do so.
- Reports will be sent out to you Friday 30 June. Please bring these to the interviews for discussion.

#### Booking Interviews Online:

To book your interviews, go to [www.schoolinterviews.co.nz/code](http://www.schoolinterviews.co.nz/code) in your browser, and enter the event code **tjfwp** then follow these three simple steps:

1. Enter your details. First enter your name, your child's name and your email address.  
If you need to book for more than one child, change the "Book for x students" setting and enter the other child's name.
2. Choose teachers. On the next page, pick the teachers you want to meet and then choose from the list of teachers.
3. Choose times. Then you'll see a timetable showing when your chosen teacher is available. Simply click on the time that suits you.

When you have finished, your interview timetable will be emailed to you. You can return to the site and enter the event code **tjfwp** again to change or cancel your interviews.

If you don't have Internet access, please call Kim or myself at the school office 755 0838 and they will make a booking for you.

Regards

Christine Shaw

Executive Officer