

BELL BLOCK SCHOOL PARENT/TEACHER/STUDENT INTERVIEWS

8 February 2017

Dear Parents/Caregivers

Parent/teacher/student interviews will be held on Thursday 23 February 8 - 8.30am and 3.15 - 7.30pm. All bookings will be done online. **IF YOU DO NOT HAVE INTERNET ACCESS WE ARE HAPPY TO DO THE BOOKING FOR YOU. PLEASE PHONE KIM OR CHRISTINE 755 0838 AND THEY WILL MAKE A BOOKING FOR YOU.**

Points to note:

- All meetings will be held in the classrooms.
- We hope all our students will have at least one parent or guardian come to these very important meetings to discuss class programmes and to set goals for the first half of the year.
- 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.

Booking Interviews Online:

To book your interviews, go to www.schoolinterviews.co.nz/code in your browser, and enter the event code c255k 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 c255k again to change or cancel your interviews.

Regards

Christine Shaw

Executive Officer