

May 10<sup>th</sup>, 2018

## **RE - 11 and 12 Parent/Student/Teacher Interviews**

**Dear Parents and Carers,**

The Year 11 and 12 Parent/Student/Teacher Interviews will be held on **Tuesday, May 22<sup>nd</sup>** from 3.30pm to 8.00pm in the Brother Warner Hall. This is a **compulsory event** which allows you to discuss your son's academic progress and areas where he can develop further in the academic year with his teacher. It is expected that your son should accompany you to the interview **in full winter school uniform**.

The sessions for this event will be as follows:

1. **Session A:** 3.30pm - 5.30pm
2. **Session B:** 6.15pm - 8.00pm

Appointments can only be made through our electronic booking service. Due to the number of interviews to be conducted there will no appointments accommodated on the day. Parents are reminded that **bookings for teacher interviews will close on Monday 21<sup>st</sup> May at 3pm**. Teacher interviews are scheduled for 7 minutes.

Parents can make appointments with their son's teachers for interviews by going directly to bottom of the College website and clicking on the link **Book School Interviews** or go to the website **www.schoolinterviews.com.au** and click on the 'Book School Interviews Online' link. The event number for St Dominc's College interviews is:

**h6sk6**

Further instructions on how to navigate this electronic booking system process can be found on the instructions page attached to this letter.

If you find any difficulties with the electronic booking system software, please contact or myself) via email ([pgorton@stdominics.nsw.edu.au](mailto:pgorton@stdominics.nsw.edu.au)) or phone at the College.

Yours sincerely,



Mr P. Gorton  
**Director of Curriculum**



## Book School Interviews Online

Dear Parents and Carers,

The **Meetings** will be held on **Tuesday, 22<sup>nd</sup> May** from 3.30pm to 7.30pm

- There will be multiple sessions throughout the day.
- You can book interviews for the times that suit ***YOUR FAMILY***.
- Go to **[www.schoolinterviews.com.au](http://www.schoolinterviews.com.au)** or the School webpage and click on Parent/Teacher Interviews on left menu and follow these simple instructions.

**Please Note** - if you are unable to find a teacher under a KLA heading you can find ALL teachers under the Staff Heading.

**BOOKINGS CLOSE - Monday 21<sup>st</sup> May at 3pm.**



Go to the College Website and click on the link [Book School Interviews](http://www.schoolinterviews.com.au) or visit [www.schoolinterviews.com.au](http://www.schoolinterviews.com.au)

Enter **THIS** school event code. Then follow the 3 simple steps shown below.

<b>STEP 1</b> Enter in email address, Parents Full Name & Students name	<b>STEP 2</b> Click on Staff and then choose teacher	<b>STEP 3</b> Choose the booking interview time from those times that are available

**NOTE:** When you click ***finish***, your interview timetable will be emailed to you automatically - **check your junk mail folder** if you do not receive your email immediately.

**BOOKINGS ARE NOW OPEN SO THAT ALL FAMILIES MAY BOOK AT THE SAME TIME**

Parents can change their interview times any time prior to the closing date, by re-visiting the **[www.schoolinterviews.com.au](http://www.schoolinterviews.com.au)** website, and using the code **h6sk6**

Parents wishing to cancel their interview times after the *closing date* should contact the College directly on 4731 1933 and leave a message for the appropriate teacher or alternatively email the teacher directly.