Dear Parents/Caregivers

Parent Teacher Interviews will take place on Monday 4 April and school will close at 12.00pm for that day only.

Parents can collect children at 12.00pm or children can make their way home in the usual way with permission from parents. As all classroom teachers will be in interviews and all classrooms used for this purpose we would appreciate if parents can arrange out of school supervision. Students who are not able to be collected or supervised at home or at a friend’s house will have the opportunity to be supervised at school by our specialist teachers. There is no change to the Subiaco Children’s Centre out of school care times and they will operate as normal.

Please return the slip below to your child’s classroom teacher indicating collection/supervision arrangements for that day by Wednesday 30 March.

Parent interviews will start at 12.30pm with interview times available until 5.30pm. Each interview is of a 15 minute duration. It is important that all parents are on time, as appointments are scheduled back to back.

Most Interviews will take place in the child’s classroom and are between parents and teachers. Children are not involved in the interview process. Some interviews will take place in other areas and will be indicated on the online booking system.

Re K/PP interviews - teachers all come under the heading Prep

Scheduled appointment times are arranged via an on line booking system for parents of all kindergarten to Year 6 students. Not all parent interviews will be able to take place on Monday 4 April, so the online booking system will outline alternative days and times available for that classroom teacher. If all times are booked please contact the classroom teacher to make alternative arrangements.

A letter explaining how to book appointments using the on line booking system is attached for your information. To arrange an appointment time for the parent teacher interviews you need to log onto the following website address http://sobs.com.au/pt/parent.php?schoolid=666

On line bookings can be made from 6.00pm Wednesday 23 March and are allocated on a first come, first served basis. Bookings close at 6.00pm Tuesday 29 March. The information has also been placed on the home page of the Subiaco Primary School website under News and Events: Parent Teacher Meetings. If you have any difficulties with making the on line bookings please contact Jo Dumaresq our librarian, in person, by phone on 9381 5078 or via email Joanne.Dumaresq@education.wa.edu.au

The more information you have as parents about your child’s progress and achievement, the better we can work together to help your child reach his or her potential.

Kind regards

Carolyn Press
17 March 2016

Re: Parent Teacher Interviews Monday 4 April 2016

Complete a slip for each child and return to the classroom teacher by Wednesday 30 March.

Child’s Name __________________________________________ Class ______________________

✓Tick which applies:

☐ I will collect my child at 12.00pm Monday 4 April 2016.
☐ I give permission and have arranged for my child to be collected by another adult.
☐ I give permission for my child to walk/ride/scooter home.
☐ My child requires supervision until 3.10pm

Parent/Caregiver’s name ___________________________ Signature __________________ Phone _______________