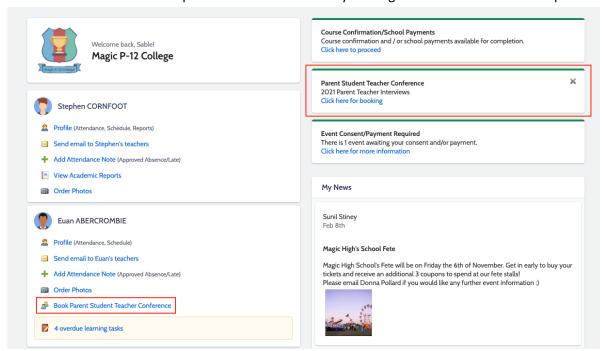
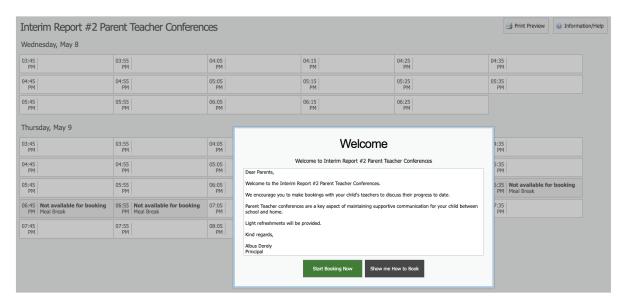
Making a Parent Teacher Interview Booking on Compass

Parents will be able to book a parent teacher interview by clicking on the notification in Compass.

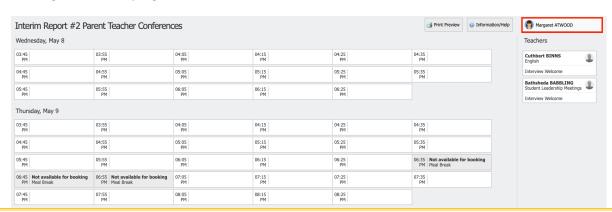


You may either click 'Start Booking Now' or 'Show me How to Book' to proceed.

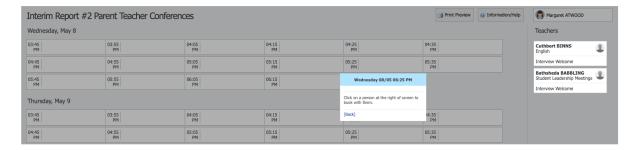


The 'Show me How to Book' option will open an instruction screen which can be used to guide parents through the process or parents may choose to 'Skip'.

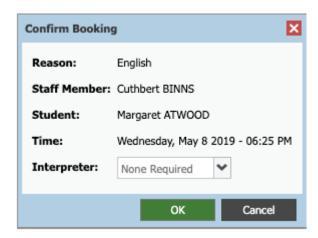
For parents who have more than one child, you will be able to see which child you are booking a meeting for in the top right-hand corner of the window.



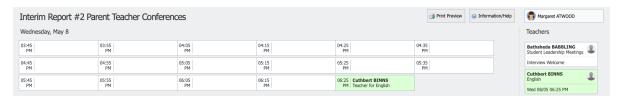
To make a booking, click on the preferred timeslot from the options provided. Then click on the teachers name on the right-hand side of the screen.



A confirmation pop-up window will appear. Click 'OK' to confirm the booking.



The timeslot and teacher will then show as green indicating that your booking is in place.



If you experience any issues making a booking, please call the school office on 9207 7900 or email teresa.pimm@education.wa.edu.au.

