Dear Parents/Carers

I take great pleasure in inviting parents and carers to our Parent – Teacher Interviews which will be held on Tuesday 31st August 2021 between 4:00 pm and 6.00 pm. Normal classes will run during the day.

All teaching staff will attend, and will be available for interviews. If teachers are absent, a sheet will be left at their table for you to record your details so the teacher can call you on a subsequent day.

You may make an appointment to meet with your child’s teacher/s. Ask your child to book an appointment with the required teacher/s using the form on the back of this letter by Friday 27th August 2021. Printed copies of the booking sheet will be available from classroom teachers.

Representatives from the P&C, Student Services, VET/P-Tech, Curtin Ahead and STEM will be available to provide information in the English foyer. A prospective parent school tour will be starting at 4:00 pm, with the meeting point being the STEM Centre.

Parents and carers will also have the opportunity to provide feedback via an official survey. The survey results will provide important data about the College and is integral in our school improvement process.

As a school we welcome and appreciate the support of our parents. This is a chance to work with the teaching staff to improve learning outcomes for students. I would urge you to make use of this opportunity.

We look forward to seeing you there.

Yours sincerely,

Mrs Stella Jinman

Principal

23/ 08/ 2021

**Parent/Teacher Interviews**

**31st August 2021**

**Appointment Schedule**

**Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| --- | --- | --- | --- |
| **Time** | **Teacher** | **Subject** | **Room** |
| 4:00 |  |  |  |
| 4:10 |  |  |  |
| 4:20 |  |  |  |
| 4:30 |  |  |  |
| 4:40 |  |  |  |
| 4:50 |  |  |  |
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