



DOMINUS LUX MEA
the Lord is my light

St. Dominic's College



EDMUND RICE EDUCATION
AUSTRALIA

Established 1959

12 April, 2019

Year 7 to 10 Student Parent Teacher Interview Day

Dear Parents and Carers,

The Year 7 to 10 Student Parent Teacher Day will be held on **Monday, May 13th** from 9.00am to 7.30pm 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**. Canvas Support Workshops will also be held in C104/5 for students and parents requiring additional assistance in this area during staff breaks during the day.

There will be multiple sessions throughout the day as follows:

1. **Session A:** 9.00am - 11.00am
2. **Canvas Support Workshop:** 11:00am - 11:30am
3. **Session B:** 11.30am - 1.30pm
4. **Canvas Support Workshop:** 1:30pm - 2:00pm
5. **Session C:** 2.00pm - 5.15pm
6. **Canvas Support Workshop:** 5:15pm - 6:00pm
7. **Session D:** 6.00pm - 7.30pm

Appointments can only be made through our electronic booking service. Due to the number of interviews conducted, there will be no appointments accommodated on the day. Parents are reminded that **bookings for teacher interviews will close on Thursday 9th May at 3pm**. Teacher interviews are scheduled for 7 minutes. Those **parents of Year 7 students** may be able to make up to a **maximum of TWO booking appointments for interviews with their son's EMBARK teacher by contacting their son's Embark Teacher.**

Parents can make appointments with their son's teachers for interviews by going to the website www.schoolinterviews.com.au. Canvas Workshop Bookings can also be made within School Interviews. Parents are to select Canvas Workshops in the teacher list and nominate any time slot available within the workshop duration to secure their booking for the entire workshop. The event number for St Dominic's College interviews is:

a6mq5

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

If you and your son are unable to attend this evening, please inform your son's Pastoral Coordinator via a phone, note or email message. Furthermore, if you find any difficulties with the electronic booking system software or have any questions concerning the event, please contact myself via email (Lborg@stdominics.nsw.edu.au) or phone at the College.

Yours sincerely,

Mr L Borg
Acting Director of Curriculum



Book School Interviews Online

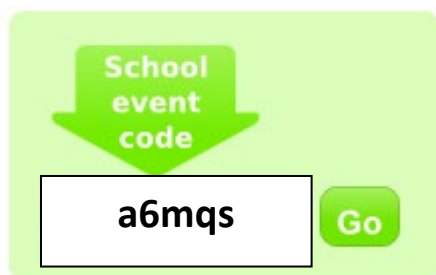
Dear Parents and Carers,

The **Meetings** will be held on **Monday, 13th May** from 9.00a.m. to 7.30 p.m.

- 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** 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 Thursday 9th May at 3pm.



Go to the School Interviews website -

www.schoolinterviews.com.au

1. Click on 'Make a Booking' at the top of the page
2. Enter THIS school event code. Then follow the 3 simple steps shown below.

<p>1 Enter your details</p>	<p>2 Choose teachers</p>	<p>3 Choose times</p>
<p>STEP 1 Enter in email address, Parents Full Name & Students name</p>	<p>STEP 2 Click on Staff and then choose teacher (Subject default – Staff)</p>	<p>STEP 3 Choose the booking interview time from those times that are available</p>

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 AN INTERVIEW TIME.

Parents can change their interview times any time prior to the closing date, by re-visiting the

www.schoolinterviews.com.au website, and using the code **a6mqs**

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.