



5/6C 3-WAY INTERVIEW SESSIONS

Dear Parents,

An informative part of the reporting process is the opportunity to discuss your child's progress with their teacher. I invite you to attend a three-way interview [parent, child, teacher] during the final week of term one.

Please note the following points.

- Interviews will be scheduled for approximately ten minutes in length and will be held in the Administration block at the front of the school.
- Time slots will be allocated on a *first-in-first-served* basis.
- A confirmation note will be sent home with your child indicating the interview time allocated.
- If you have recently discussed your child's progress with me, please do not feel obligated to attend another session again now.
- Feel free to contact me to arrange an interview later in the year if this suits you better.

Regards,
Peter Cameron
16 March 2015

.....Please return the section below by 25 March.....



INTERVIEW REQUESTS RETURNED AFTER 25 MARCH WILL PROBABLY NEED TO BE SCHEDULED FOR AFTER THE SCHOOL HOLIDAYS.

Please tick one of the boxes below and write a preferred time. You will be allocated the closest available slot to your preferred time. Please return this note by 25 March.

Student Name



	INTERVIEW DATE	SESSION TIME	PREFERRED TIME
<input type="checkbox"/>	Monday 30 March	3.15 → 4.30 pm	_____
<input type="checkbox"/>	Tuesday 31 March	3.15 → 5.45 pm	_____
<input type="checkbox"/>	Wednesday 1 April	3.15 → 5.45 pm	_____
<input type="checkbox"/>	None of these times suit me. I will contact you to arrange an alternative time.		
<input type="checkbox"/>	No interview requested at this time.		