

RAUMATI BEACH SCHOOL

Dear Parents & Guardians,

PARENT/TEACHER MEETINGS – INFORMATION SHARING – TERM 1

Wednesday 7th April 2.15pm – 5.30pm & 6.30pm – 7.45pm

Thursday 8th April 3.15pm – 5.15pm

**School will close at 2.00pm for all students on
Wednesday 7th April.**

You can book a time to meet with the teacher by using our online booking system. The online booking system allows parents and guardians to make appointments themselves. **Bookings will open at 3.00pm on Thursday 25th March and will close at 3.00pm on Tuesday 6th April**

To access the online system go to the following web page: <http://www.schoolinterviews.co.nz/code> and enter our school code **tke9q** or click on the link via our school website <http://www.raumatibeach.school.nz> and follow the instructions.

Meetings will be 15 minutes long in duration. Your child is welcome to attend the meeting so they can be involved in setting goals and deciding on next steps.

A bell will ring to indicate the **start** of each meeting. Your cooperation in adhering to your meeting time would be greatly appreciated by both the classroom teachers and those parents waiting.

If you feel there is information which was not covered in the time available, you are welcome to arrange an appointment with the classroom teacher at a convenient time.

Regards

Julie Morris
DEPUTY PRINCIPAL



Book School Interviews Online

Parent-teacher meetings will be held at the following times:

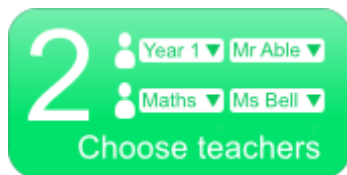
- Wednesday 7th April - 2.15pm – 5.30pm & 6.30pm – 7.45pm
- Thursday 8th April - 3.15pm – 5.15pm

To book your meetings, go to www.schoolinterviews.co.nz/code in your browser, and enter the event code **tke9q**. Then follow these three simple steps:

First enter your name, your student's name, and your email address.

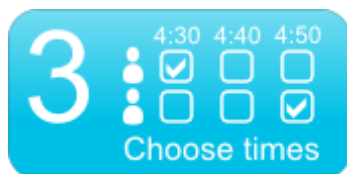


If you need to book for more than one student, change the "Book for x students" setting, and enter the other student's name.



On the next page, pick the teachers you want to meet.

First select the subject, then choose from the list of teachers.



Then you'll see a timetable showing when your chosen teachers are available. Simply click on the times that suit you.

When you have finished, your meetings timetable will be emailed to you. You can return to the site and enter the event code **tke9q** again to change or cancel your meetings

If you don't have internet access, please call **Angela** at the school office (Ph: 902 5596). She will be able to make a booking for you.