



## Parent Teacher Interviews – Tuesday April 2

Dear Parents

Our Parent/Teacher evening is approaching on **Tuesday April 2**, with first interviews commencing at 3.15pm and final interviews at 7.45pm. It will be held in the **Performing Arts Centre** with each teacher having a table in the main auditorium area to allow speedy transitions from one teacher to the next. Appointments are in 15 minute timeslots which allows 10 minutes for the interview and then time for the teacher to get things ready for the next interview and the parent to move to the next interview if you have one. A small bell will be rung at the end of 10 minutes to indicate the time to conclude the discussion. Teachers also have a meal break from 5.30pm to 6.00pm when the auditorium will be closed. We really do appreciate everyone's assistance in keeping to the times.

Mrs Butler and Mr Charles will also be on hand if you have any broader school questions you would like to discuss.

We have changed the booking process this year; please find the new link listed below along with instructions on how to book.

You will be able to book your Parent - Teacher Interviews as of this afternoon (22/3/2019) at 3:00pm. Please follow the steps below to organise your interview time.

Click on this link <https://rochsoutss.schoolzineplus.com/parentteacherinterviews2019Term1>

1. In **Booking Notes** please add your personal name and mobile number for ease of contact for teachers on the night

For a self-help guide here is the link:

**Parent Booking Guide:** <https://rochsoutss.schoolzineplus.com/sk-booking-guide>

For parents with more than one child, please follow the same process for each child. If you have any questions or concerns about booking your interview – please contact the office.

**IMPORTANT – NO appointments can be made after 3.00pm Friday 29 March.** This is to enable teachers to have ample notice of their appointment schedule and to prepare for their interviews over the following days.

If you are unable to access the Internet, please call Denise at the office on 33400777 after **9.30am**.

Kind Regards,  
The RSSS Administration Team