Dear Parents,

On Monday March 23rd you are invited to meet with your child/ren’s class teacher for a 15 minute interview regarding their progress to date. Interviews will be held from 1:30pm-8:30pm. Students will be required to attend a normal school day on Monday 23rd March with an alternate program being run in the later part of the day.

The interview will provide discussion opportunity regarding how your child has settled into the school year, their learning progress and work habits. At the end of Term 2, a comprehensive Student Report and Portfolio will be sent home which will give you a detailed assessment with work samples evidencing your child’s first semester of learning.

To assist us with planning for interview processes we would appreciate it if you could complete the form below and send it back ASAP to the school. Times will be allocated on a “first in” basis. Once times have been allocated, the form will be returned home with times for each child.

Kind regards,
Montrose Primary School staff

MONTROSE P.S - PARENT /TEACHER INTERVIEWS March 23rd 2015

Family Surname: ____________________________
Name of attendees: ____________________________
Name of student/s and their grades: e.g. Susan Smith 5C

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<tr>
<th>Name of child/ren</th>
<th>Grades</th>
<th>Time allocated</th>
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Preferred Interview Times - place preferences below 1(most preferred) - 2(least preferred)

Monday 23rd March 1:30pm - 3:30pm
Monday 23rd March 3:30pm - 5:00pm
Monday 23rd March 6pm - 8:30pm

Note: Should the times above be unsuitable, please make contact with the class teacher to arrange a mutually acceptable time.