

# Parent Teacher Interviews – Monday March 27<sup>th</sup> 2017

Dear Parents,

On Monday March 27<sup>th</sup> 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 27<sup>th</sup> 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.

**Please Note:** Due to James Quilty (6Q) being on Long Service Leave during the last 2 weeks of term, an alternative time will be arranged for interviews for 6Q students upon his return.

Kind regards,  
Montrose Primary School staff

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## MONTROSE P.S - PARENT /TEACHER INTERVIEWS Monday March 27<sup>th</sup> 2017

Family Surname: \_\_\_\_\_

Name of attendees: \_\_\_\_\_

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

Teacher to complete

Date received:

Initial:

Name of child/ren	Grades	Time allocated (This will be completed by teachers and initialled)

**Preferred Interview Times** - place preferences below 1(most preferred) - 2(least preferred)

Monday 27<sup>th</sup> March  
1:30pm - 3:30pm

Monday 27<sup>th</sup> March  
3:30pm - 5:00pm

Monday 27<sup>th</sup> March  
6pm - 8:30pm

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