



EMERTON PUBLIC SCHOOL

Hindemith Avenue Emerton NSW 2770
Phone: 9628 6367 Phone: 9628 9868 Fax: 9628 1062



Dear parents and carers,

Parent/Teacher interviews will take place in Week 2 of Term 3 on **Wednesday 31 July 2024**.

Interviews are strictly 10 minutes and spaces are limited. All interviews will be held in the school hall. Please wait on the seats outside the hall until you are called for your interview by your child's classroom teacher. If you require more time with a particular teacher, please arrange a separate meeting by telephoning the school on 02 9628 6367. To book your interview please follow the instructions below.

Go to www.schoolinterviews.com.au and enter the code **rcap2**



Enter your details

Select the teachers you wish to see

Select the appointment times that suit your family best



When you click FINISH your selected bookings will be emailed to you immediately. If you do not receive your email, please check your junk-mail, or enter the event code again and check your email address spelling.

Update your details if the email address is incorrect.

DO NOT DELETE the email you receive. Keep it somewhere safe. You may need to refer to it at a later date.

REMEMBER TO ADD YOUR APPOINTMENTS TO YOUR CALENDAR - reminders will not be sent home.

Bookings must be finalised by 12:00pm on **Friday 5 July 2024**.

If you need to view, cancel, change or print your bookings:

- Click on the link in the confirmation email you received after you have made your bookings
- OR return to www.schoolinterviews.com.au and enter the code and the email address you used when making your bookings.

For further information regarding parent/teacher interviews please contact the school on 02 9628 6367.

Kind regards
Nathan Smith
Principal

Thursday 20 June 2024