

Dear Parents

Semester 1 progress reports for Years 7 to 12 will be distributed to students shortly. See operational calendar for date relevant to each year group on the school website.

Parent/Teacher/Student interviews will be held from 3.30pm to 6.30pm on THURSDAY 29 JUNE. Online bookings will open on Monday 26 June at 4pm and close on Thursday 29 June at 12 noon using the site www.schoolinterviews.com.au

Please follow the details below of how to coordinate your interviews with your son or daughter's teachers:

- ✓ Have access to a computer at home, work, via phone or student's computer
- ✓ Have an email account
- ✓ Log onto the site, www.schoolinterviews.com.au during the specified dates above.
- ✓ Or follow the link provided on the college website, during the specified dates above
- ✓ In the 'Parents Event Code' box type in the access code **8hxzq** and press **Go**.
- ✓ First enter your name, your email address and student's first name and surname.
- ✓ Choose your son or daughter's course, listed under '**Subject**' and then select the '**Teacher**'. Use this screen to choose all the staff needed for an appointment.
- ✓ Select a booking time with each teacher as needed (in 7 minute blocks)
- ✓ Press **Go** once you have finished selecting your appointment times.

When you click **Go** your bookings will be displayed, together with the option to amend or cancel. Your interview timetable will be emailed to you automatically. Check your junk/spam mail folder if you do not receive your email immediately. You can return to the website at any time and change your interviews, until bookings close.

Parents, please note that the number of timeslots are limited, and if you are unable to secure an interview for the evening, please make an alternative arrangement to contact your child's teacher by emailing your request to school@belridgecollege.wa.edu.au

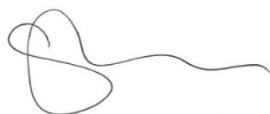
Please note that the following staff will also be available for bookings and provide advice on the following:-

Ms Fuhrmann	Careers, Workplace Learning and VET
Mr Notarpietro	Vocational and Educational Training (VET)
Ms Ferreri	Head of Student Services Years 10, 11 and 12
Ms Cassidy	Connect Accounts – parent assistance on how to navigate / passwords etc., will be available in Ms Cassidy's office (<i>no appointment necessary</i>)

We hope that this system will make it far more convenient for parents to access the teachers for the valuable feedback on your son or daughter's performance. Please be aware there are some copycat websites. Please ensure you log onto www.schoolinterviews.com.au If you cannot enter the site with the access code **8hxzq** you are on the incorrect site.

If you do not have access to a computer please contact the front office on **9408 8000** and we will assist you.

Yours faithfully



John Burke
PRINCIPAL

June 2017