

Glendenning Public School

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GOAL-SETTING CONFERENCES 2020 – Years 1-6

Dear Parents/Caregivers,

In 2020, we are, once again, inviting parents to meet their child's teacher in a one-on-one situation and to assist the teacher to set goals (learning, behaviour, attendance, social, emotional, etc) for their child and to discuss any aspect relating to their child's specific needs.

We hope that all parents will see the benefit of establishing a relationship with the class teacher early in the year and working in partnership with the school and teacher to provide the best possible outcomes for our students.

We are asking you attend your child's conference to enable us, to work in partnership, to assist your child in receiving the best education possible.

The attached note explains how to make a booking through www.schoolinterviews.com.au

Conference details:

- Conferences are held in the library
- Each class has been allocated a day on which the teacher will be available from 9.00am until 7.30pm as follows:
 - **Tues Feb 25 - 6K, 6M, 5J, 5S**
 - **Wed Feb 26 - 3/4C, 3/4F, 3E, 3L, 3R, 4B, 4J, 4/5/6L**
 - **Thurs Feb 27 - 2N, 2L, 2H, 1/2C, 5/6H**
 - **Mon Mar 2 - 1D, 1E, 1J, 1M**
- You will have an opportunity to attend the conference during the day or evening. Conferences will commence at around 9.00am and continue until 7.30pm (last appointment is 7.15pm) that evening
- Parents are allocated 15 minutes for the conference – times will be strictly adhered to - if more time is needed, please arrange an additional meeting with the teacher
- Teachers may be available at other times, but will only be available for late evening appointments on the days outlined above

How to book a conference:

We have, once again, arranged to use an online booking system for our goal-setting conferences.

- Follow the steps on the sheet attached
- If you do not have computer access, you may use a computer in the library between 8.30 and 9.00am or between 3.00 and 3.30pm from Friday February 14 until Thursday February 20 or you may contact the school and we can arrange an interview time for you (if you phone the school, a member of the admin staff, Mr Meaney, Miss Rox or your child's teacher can book a time for you)
- **Bookings open at 8.30am on Friday February 14 and close at 3.30pm on Thursday February 20, 2020**
- An email notification will be sent when you make a booking

Please notify the office when you arrive at school. You will then be directed to the classroom to collect your child. All conferences will be held in the library – please proceed there once you have collected your child. If your interview is after 3.00pm please proceed straight to the library.

We believe this opportunity will empower your child to take control of their learning and enable them to see their parents and teacher working together toward a common goal.

If you have any questions about the above information, please do not hesitate to contact the school.

Yours sincerely

D. Meaney
Principal
February 13, 2020

K. Rox
Deputy Principal