



St Benedict's Primary School

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25th February 2020

Dear Parents and Carers,

RE: Three Way Conferences

Interim Reports will be sent home on Friday, 28th February.

As mentioned in the *General School Information 2020* note and last week's newsletter Three Way Conferences will take place on Monday 2nd March and Tuesday 3rd March. Optional Parent/Teacher Interviews will be offered at the end of each term, in addition to the semester reports being sent home at the end of Term 2 and Term 4.

Three Way Conferences will be held in classrooms and will last for 10 minutes. A bell will be rung at the end of each ten minutes timeslot. This will assist teachers to run to time and parents with more than one child to manage multiple conferences. If at the conference time you wish to have further discussion or would like to meet without your child present, you can make a request of the teacher to schedule another mutually convenient time.

We will be trialling an online booking system this year using the Schoolzine App. The bookings will open tomorrow Wednesday, 26th February 9am and close Friday 28th February 9pm. Please use the attached link to make your booking. If you are unable to use the link please do not hesitate to come into the front office.

<https://sbpsnarrabundah.schoolzineplus.com/view-session/2>

A *Parent Partnership Form* which we would like parents to complete about their child and bring to the Three Way Conference will be sent home with Interim Reports on Friday. We believe the parent and school partnership is vital to student success and we hope that through this form we will gain a deeper insight into your child and their needs.

Sincerely,

Rachel Smith
Principal