PICTON HIGH SCHOOL

Creating Opportunities Achieving Success

Parent Teacher Interviews: Years 7, 11 & 12

Parent - Teacher Interviews will be held in the School Hall from 4.00pm – 7.00pm on

Tuesday April 10, 2018

In order to streamline the meeting, a reservation system will operate. Reservations will take priority over other interviews. Unfortunately, we have some time restrictions and hence each interview will go for a maximum of ten minutes.

Bookings with the Careers Advisor can be made from 5:45pm.

The booking system will work as follows:

- Students are to fill in the subject and teacher columns and enter their name in the space provided.
- Parents may indicate an interview is required by writing YES in the 'Interview Requested' column.
- Parents are to write in the times they will be at the school and the name(s) of the parent(s)/guardians who will be present for the interview.
- When a parent requests an interview, the student must contact the teacher concerned.
- The teacher will sign the booking sheet and nominate a time and record it on their appointment list.
- Students will return the sheet to their parent/guardian.
- If the above date does not suit or you are unable to secure an interview time, please contact the school and some alternative arrangement may be made.
- ***Please note:***
    - ***ALL Interviews will conclude promptly at 7pm. No interviews after 7:00pm will be made.***
    - ***You will not have reports prior to the night as the evening is considered an opportunity to make positive changes for improvement prior to reports.***

Please note you will not have reports prior to the night.

Reservation Sheet

Student's Name …….

Parent/Guardian Name(s) …….

The time you will be at school is from …….. to ……..

Subject	Teachers' Name	Interview Requested Yes/No	Time	Teachers' Signature