

Parent Teacher Interviews

Tuesday, Nov 7- In-person interview from 4:30 to 7:30 p.m.

Wednesday, Nov 8 - On-line interview from 4:30 to 7:30 p.m.

Dear Parents/Guardians:

Parent-Teacher Interviews (PTI's) this year will look similar to years past where you can choose between two options based on the feedback from our community survey. Any families requesting **in-person interviews** will need to book on **Tuesday, November 7** and families requesting **virtual interviews** through a Google Meet or over the phone will need to book on **Wednesday, November 8**. Please choose whichever format best suits your needs as a parent/guardian.

Teachers are excited to have the opportunity to share the learning with parents/guardians that has been taking place since the start of school and we are very excited for you to hear about the progress your child/ren have made. Below we have provided some more specific details about the format of the Parent Teacher Interviews and how you can sign-up for them.

Interviews are strictly 10 minutes only. To allow for technical issues and transition time, parents must keep to this schedule.

School Appointments - Parent Instructions

1. Go to our school appointment website: <http://sihs.schoolappointments.com>
2. Register for an account by clicking the **"REGISTER"** menu tab and filling in the online form. Choose a user id and password for yourself and then click the **"Register Now"** button.
3. Add your children into the system by clicking the **"Add a Student"** button. Click the **"Insert New"** button to add more children.
4. Click the **"date"** icon beside each child's name to schedule appointments.
5. Select the staff you wish to book appointments with. Use the **"Ctrl"** or **"Command"** key to select multiple staff to view at the same time.
6. Select how your meetings will be held.
7. Then click the **"View Calendars"** button.
8. Click on available time slots to book your appointments to make your bookings.



Appointments Will Be: Virtual Meeting
 By Phone

If your child's teacher requires an interview, you will be contacted directly by the teacher to schedule the interview time.

Yours in Christ,



Mr. Gary Gylander- Principal