OAKHILL DRIVE PUBLIC SCHOOL

Parent/Teacher Interviews

25 March 2021

Dear Parents/Carers,

Parent/Teacher interviews for students will be held from **Monday 26 April to Friday 7 May.** These interviews may be held in person, face to face OR over the telephone, depending on your preference.

Please contact the school if you would like for us to arrange interpreter services for the interview.

Interview bookings will open on Tuesday 30 March from 6:00pm and close at 4:00pm Friday 23 April.

To book (or change) your interview time:
- Go to www.schoolinterviews.com.au
- Enter the event code **7gc4f** (this code is case sensitive)
- Enter your details – ensuring you include your telephone number
- Select if you would like the interview to be in person or telephone
- Select your child's teacher
- Select a time
- When you click **finish**, your interview timetable will be emailed to you automatically (please check your junk folder if you do not receive an email immediately.)
- Interview times can be changed prior to the closing date (Friday 23 April 4:00pm) by returning to www.schoolinterviews.com.au at any time to change your interviews. Please contact the school on 9634 1033 if changes are required after bookings close.

Telephone Interviews
- The class teacher will call you at the designated time.
- Please accept the call from an unidentified number.
- Please maintain the 10-minute time slot so the teacher can maintain their interview schedule.

Face to Face Interviews
- Please sign in using the Services NSW QR code upon entry to the school grounds.
- Please do not come on the school site if you are unwell or have flu-like symptoms.
- Please maintain 1.5m physical distancing.
- Interviews will be held before 9:00am and after 3:00pm in your child's classroom
- Interviews will be held between 9:00am and 3:00pm in the LibLab (please follow the signs)
- Please maintain the 10-minute time slot so the teacher can adhere to their interview schedule.

Julie Torney
Deputy Principal