Parent Teacher Night

The Parent Teacher Night for Years 7, 11, 12 and Support will be held on Wednesday 11 June, 2014. Families will receive either an email or letter that contains their unique booking code and an outline of the process.

- From Friday 30 May (week 5) to Wednesday 4 June (week 6) the website will be open for parents to nominate which teachers they would like to see.
- Thursday 5 and Friday 6 June (week 6) scheduling will occur based on staff availability and parent requests.
- From 5pm Friday 6 to 3pm Tuesday 10 June parents can go online and make available changes and print their schedule. Any changes after that will need to be made by calling the school. As always, if you are having any difficulty please call the school for assistance.

Teachers will have prepared feedback for parents based on the bookings they receive. To assist you to prepare for these interviews you might like to consider the following:

**Before the interview:**
- Review your child’s school work.
- Talk to your child about school and how they think they are doing, how the teacher can help them meet their goals. Some questions you may ask – What is your teacher going to say about your work? What will the teacher say about you? What do you think you do really well? What do you need to focus on? Do you want me to ask the teacher any specific questions?
- Prepare a list of specific questions to ask the teacher. The following suggestions may be useful - How well does my child listen to and/or follow instructions? Do you have any concerns about my child’s skills level? How well does my child stay on task? How well does my child organise notes, work, stories, etc.? How well does my child complete assignments? Does my child read with comprehension? How well does my child read and understand words? Does my child actively participate in your class? Does my child hand in assignments on time, complete and at an acceptable level? What work areas does my child like best? What areas are more difficult for my child? What are my child’s learning strengths? Are there things we can do at home to help my child? Do you have suggestions for me to discuss with my child? Does my child seem to enjoy coming to your class?

**For the interview:**
- Please be punctual.
- Ask for suggestions on how you can help improve your child’s skills.
- Interviews are confidential. Share personal information that might be affecting your child’s progress or behaviour at school e.g. family illness. This information can help the teacher understand your child better.
- Clarify anything that you don’t understand.

**After the interview:**
- Discuss the interview with your child.
- Celebrate his/her strengths.
- Discuss areas where improvement is needed.
- Make positive comments about the interview process.
- Negotiate a plan with your child that encourages them to take responsibility for their own learning.
- Help to create a study time, review homework and encourage reading.
- Follow up with your child’s teacher.
- Read school paperwork brought home. Stay informed.
- Be active at the school. Go to parent meetings, help on activities, support school events.

Your active involvement and interest in their school sends your child positive messages.

As always, the school values feedback from parents and the community. Please let us know how the process goes and don’t hesitate to contact the school for further information.

Mrs Cole
Head Teacher Administration