



### PARENT TEACHER CONFERENCES

Parent Teacher Conferences are held three times a year, in November, February and May. An email is sent to all parents in advance of the Conferences to provide instructions on using the Pick-a-Time Online Scheduling System to book meetings with teachers. Parents will also be given a list of teachers they may wish to book with if your child is in different learning groups.

Parents are allotted one 15 minute time slot for each meeting. Parents may schedule a maximum of two 15 minute time slots with one teacher if that teacher teaches 2 or more core subjects to their child. Appointments are not available for Art, Gym and Music. If a parent wishes to discuss their child's progress in these subjects, they can email that teacher to discuss their child's progress.

Two consecutive days are available for conferences: Thursday evening from 5:00pm – 8:00pm. and Friday from 9:00am until 1:00pm. School will be closed all day on Friday. Note that conferences are not designed or intended to include student participation, but are meetings between parents and teachers.