



Dear Parents,

This year we are trialling a new booking system for Parent teacher interviews. These will now be done online. Parent/Teacher interviews will be held on Tuesday 17th July 2018 from 3:40pm to 7:20pm. Interviews are strictly 10 minutes. If you require more time with a particular teacher, please arrange a separate meeting by telephoning the school on 03 5659 2356.

Follow the instructions below to book your time. Bookings are now open.

Go to www.schoolinterviews.com.au click on bookings and enter the code **dvps**



Enter your details



Select the teachers you wish to see



Select the appointment times that suit your family best



When you click FINISH your selected bookings will be emailed to you immediately. If you do not receive your email, please check your junk-mail, or enter the event code again and check your email address spelling. Update your details if email address is incorrect.
DO NOT DELETE the email you receive. Keep it somewhere safe. You may need to refer back to it at a later date.

If you need to view, cancel, change or print your bookings:

- Click on the link in the confirmation email you received after you made your bookings.
- Or return to www.schoolinterviews.com.au and enter the code and email address you used when making your bookings.

REMEMBER TO ADD YOUR APPOINTMENTS TO YOUR CALENDAR.

Bookings must be finalised by Monday 16th July at 4pm.

Reports will be sent home on Friday then 29th June 2018 to allow parents time to read reports before interviews.