



Glenfield Intermediate School

16 March 2016

Dear Parents and Caregivers,

Parent interviews with your child will be held on Wednesday, 30 March from 1.30pm-7pm in your child's classroom. These interviews are an opportunity to discuss your child's achievement data and next steps with their class teacher.

We have an online booking system for your convenience. This will allow you to choose a time for the interview which suits you. Please go to www.schoolinterviews.co.nz and enter the event code **kzzjs**. You then need to follow the on-screen instructions to make your booking.

Alternatively, please send a note to your child's class teacher, indicating a suitable interview time and they will complete the booking for you.

Classes will conclude at 12.30 pm on this day. However, the school will remain open. Should you wish your child to stay at school until 3 pm, please complete the form (see over), and return to your child's teacher. Buses have been advised and will now depart at the earlier time.

If you plan to collect your child between 12.30pm – 3.00pm to attend an interview, they will need to be signed out from the School Library.

We understand that for some parents Wednesday, 30 March may not be convenient. If this is the case please contact your child's teacher directly to schedule another interview time.

We would appreciate your support by not allowing your child to go to the mall, rather than either staying at school or going home.

The Glenfield Intermediate team look forward to meeting you.

Kind regards

A handwritten signature in black ink, appearing to read 'Mark Whitford', is written over a horizontal line. The signature is fluid and cursive.

Mark Whitford
PRINCIPAL

Please return this request slip to the class teacher if your child is to stay at school until 3pm on Wednesday, 30 March

I request that my child stay at school until 3 pm on Wednesday, 30 March.

Student Name: _____ **Room number:** _____

Parent Name: _____ **Contact Phone Number:** _____

Signature: _____