



3 March 2020

Dear Parents/Caregivers

Learning conversations with your child will be held on **Wednesday, 11 March, 3.15pm – 5.30pm** and on **Thursday, 12 March, from 1.15pm – 7.30pm** in your child's classroom. These interviews are an opportunity to discuss your child's progress and their next learning steps with their class teacher.

We have an online booking system for your convenience. This will allow you to choose a time for the appointment which suits you. Please go to www.schoolinterviews.co.nz and enter the event code **n6rzb**. 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 appointment time and they will complete the booking for you.

On Thursday, 12 March, classes will conclude at 12.30 pm. However, the school will remain open. Please complete the attached form to indicate if you wish your child to stay at school until 3pm or your child will be leaving school at 12.30pm. This form must be returned to your child's teacher by Tuesday, 10 March. Buses have been advised and will now depart at the earlier time.

If you plan to collect your child between 12.30pm and 3.00pm to attend an interview, they will need to be signed out from the Fabric Room (located opposite the Office).

We understand that for some parents Wednesday, 11 March or Thursday, 12 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 or visit previous primary schools. They need to either stay at school or go home.

The Glenfield Intermediate team look forward to meeting you.

Kind regards

A handwritten signature in black ink, appearing to read 'Mark Whitford', written over a white background.

Mark Whitford
PRINCIPAL

P: 09 444 6582

F: 09 443 4528

E: enquiries@glenfieldint.school.nz

138 Chivalry Road, Glenfield
Auckland 0629, New Zealand

www.glenfieldint.school.nz

Please return this request slip to the teacher by Tuesday, 10 March 2020

I request that my child stay at school until 3 pm on Thursday, 12 March.

My child will be leaving school at 12.30pm on Thursday, 12 March.

Student Name: _____

Room number: _____

Parent Name: _____

Contact Phone Number: _____

Signature: _____