



Wednesday 10th April 2024

Kia ora Parents/Caregivers

Y7-10: Middle Years Meet A Teacher

This is to notify you of our teacher-parent connect time early next term. This is a teacher-led interview.

Students are expected to attend these meetings with their parents.

(In term 3 towards the end of August we will also host the 3-way, student-led conferences.)

Parent interview with a Middle Years teacher		
Tuesday 7th May 3:30 pm - 6:30 pm	OR	Tuesday 14th May 3:30 pm - 6:30 pm

(Please note that both these days are regular school days)

Each interview is between 10-15 minutes maximum. Please ensure you arrive on time for the interview.

If you wish to address a particular matter about a specific subject, please email the subject teacher using the format firstname.lastname@elim.school.nz to set up an alternative appointment on a different day.

Booking your interviews

The booking website will open on Monday 29th April at 3.30 pm and close on Monday 6th May at 10:00 am.

Parents must book only ONE interview for each child on EITHER Tuesday 7th May OR Tuesday 14th May. If more than ONE meeting session is booked, the booking administrator will cancel the extra bookings.

To book an appointment go to this link: <https://parentinterviews.co.nz/book/welcome?code=QX83375Q>

- The booking code is **QX83375Q**
- Enter your name, email address, and the names of the students you wish to make bookings for.
- select any ONE teacher for each student by ticking the checkbox beside their name, then click the Book Interview button at the bottom of the page.
- You'll be asked to confirm your booking.

Once you're finished, you can view your booking session by clicking My Interview at the top of the page.

Before your interview, you'll receive an email reminder.

If you need to cancel your booking, you can do so by following the link in the email you received when you first signed up.

If you have any questions regarding the conferences, please contact golflands@elim.school.nz

If you are unable to attend conferences you may email the teacher using the format firstname.lastname@elim.school.nz to set up an appointment on a different day.

Yours sincerely

Mandy Heim
Deputy Principal Middle Years