

Dear Parents,

Parent/Teacher Interviews are an important opportunity for parents, students, and teachers to discuss progress and next steps in learning.

All bookings will be made through the **Parent Portal in Sentral**. Instructions are included in this letter.

We strongly encourage all parents to book an interview to support their child's learning progress. This is especially important for students in Years 3, 7, and 12, and interviews are expected for all students in Years 3–12. We would love to see you in person on Campus as these conversations are essential for building strong partnerships between home and school. If you are unable to attend in person there will be an option to join via Zoom.

All students are expected to attend their interviews alongside their parents. These meetings provide an important opportunity for students to reflect on their progress and engage in the conversation about their learning goals.

Interview Options

Wednesday 25 March:

- Face-to-Face, 2:00 pm – 5:00 pm

Thursday 26 March:

- Secondary (Zoom only), 8:00 am – 4:00 pm
- Primary (Face-to-Face or Zoom), 8:00 am – 4:00 pm

Key Information

- Interviews are 10 minutes, and availability may be limited.
- Please book via the Parent Portal on Sentral.
- Bookings will be open from Monday, 16th March and will close on Monday, 23rd March at 4.00 pm.
- Thursday 26 March is a pupil-free day to allow families to attend scheduled interviews.
- If you have multiple children with the same teacher, please book separate appointments for each child.
- If you cannot secure a time or need additional discussion, please contact your campus to arrange an alternative meeting.
- Students are expected to attend interviews and should attend in full school uniform.

Additional Notes

Some interstate teachers may have different availability due to time zones. Part-time staff who don't work on these days or those on leave will not be available and will not appear in the booking list.

If you need to meet outside the scheduled times, please contact your campus or the relevant teacher directly.

Instructions for booking interviews follow. If you need assistance, please contact your campus office.

We look forward to a successful event.

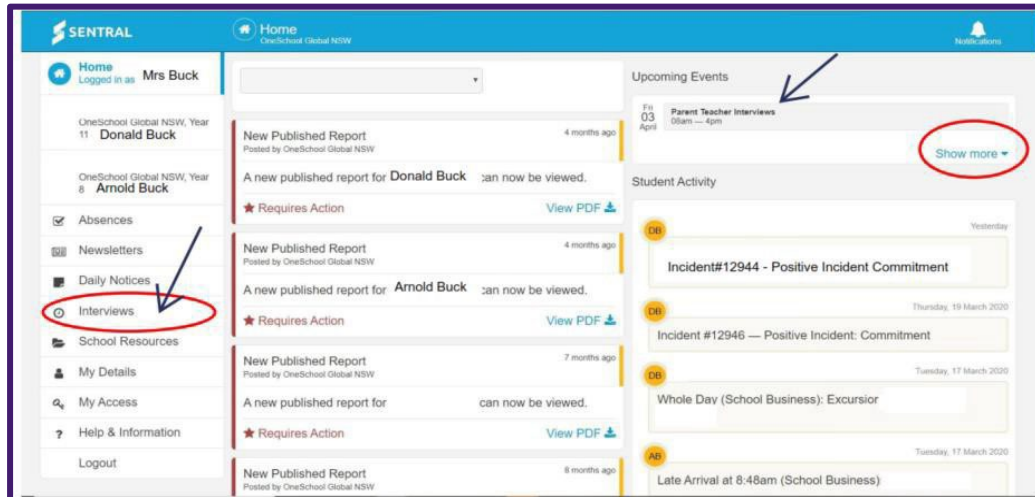
Kind regards,

The AU Education Team
OneSchool Global

INSTRUCTIONS ON HOW TO BOOK APPOINTMENTS

1. Log into the Sentral Parent Portal
2. Once you have logged in, go to the **INTERVIEWS** tab on the left-hand side.

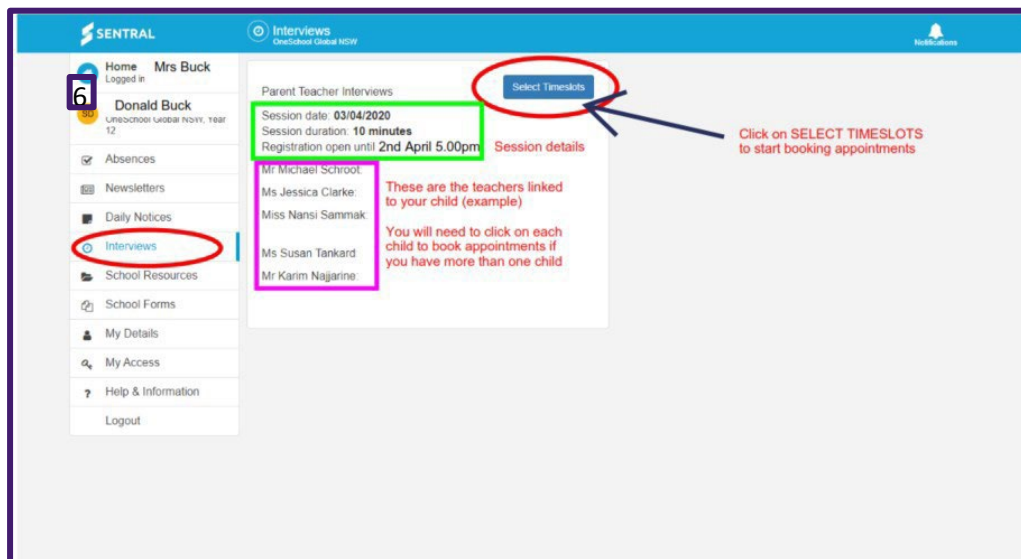
(After you have made bookings you can view them under Upcoming Events and the Show More option2)



3. Once you have selected **INTERVIEWS** you will notice some information relating to the child you have selected.

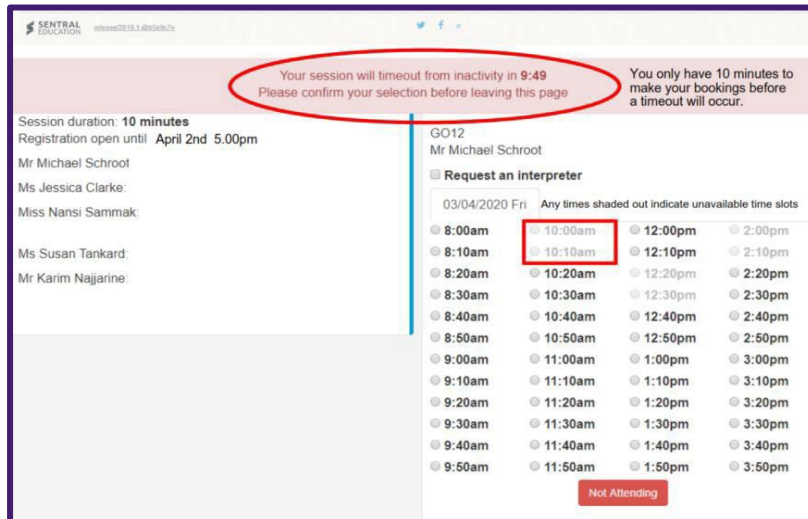
NOTE: You will have to repeat the same process for each child by clicking on their name on the left-hand side and completing the same steps.

4. Click on **SELECT TIMESLOTS**



5. You have 10 minutes to complete your bookings

Any times that are shaded out indicate unavailable timeslots You can select **Not Attending** for a particular teacher.



Session duration: **10 minutes**
 Registration open until: **April 2nd 5.00pm**

Mr Michael Schroot
 Ms Jessica Clarke:
 Miss Nansi Sammak:
 Ms Susan Tankard:
 Mr Karim Najjarine:

GO12
 Mr Michael Schroot
☐ Request an interpreter

03/04/2020 Fri Any times shaded out indicate unavailable time slots

8:00am	10:00am	12:00pm	2:00pm
8:10am	10:10am	12:10pm	2:10pm
8:20am	10:20am	12:20pm	2:20pm
8:30am	10:30am	12:30pm	2:30pm
8:40am	10:40am	12:40pm	2:40pm
8:50am	10:50am	12:50pm	2:50pm
9:00am	11:00am	1:00pm	3:00pm
9:10am	11:10am	1:10pm	3:10pm
9:20am	11:20am	1:20pm	3:20pm
9:30am	11:30am	1:30pm	3:30pm
9:40am	11:40am	1:40pm	3:40pm
9:50am	11:50am	1:50pm	3:50pm

Not Attending

6. Once you have selected the appropriate timeslot select confirm and continue to book appointments
7. Continue making bookings with remaining teachers and make sure that you **CONFIRM APPOINTMENTS**