



# Miramar Central School

Te Kura O Whataitai

Empowering Our Children

Tel: 04 939-0684, P O Box 15048, Miramar, Wellington 6233, 38 Park Road, Miramar, Wellington 6022  
Email: [office@miramarcentral.school.nz](mailto:office@miramarcentral.school.nz) Website: [www.miramarcentral.school.nz](http://www.miramarcentral.school.nz)

Monday 12 March 2018

**TEINA '3 WAY CONFERENCE' INTERVIEWS (15 minutes each)**  
**KOWHAI '3 WAY CONFERENCE' INTERVIEWS (15 minutes each)**  
**WK 9: WEDNESDAY 4 and THURSDAY 5 APRIL 3.30PM - 8.00PM**  
**ROOMS: 12, 11, 10, 9, 14, 15 & 4**

Dear Parents and Caregivers,

As part of building stronger home-school partnerships, Teina (NE - Yr 3) & Kowhai (Rm 10) classes are having the opportunity to have a 15 minute **'3 Way Conference'** (parents/caregivers, their child and the class teacher). The focus will be around your child's **interim report or anniversary report or Goal setting and Student progress.**

**Interim reports** are at: 20, 60, or 100 weeks since your child started school and **Anniversary reports** are at: 40 (1 year), 80 (2 years) or 120 (3 years) weeks since starting school. If your child is not receiving an interim or anniversary report this term they will instead have a **'3 Way Conference'** discussing student progress and goal setting, which is also incorporated in interim and anniversary reports.

Please book a learning conference time. The '3 Way Conference' is on **Wednesday 4 April from 3.30pm – 8.00pm** or **Thursday 5 April from 3.30pm – 8.00pm**. Times are booked in 15 minute slots and interviews will be held in the classes where your child is taught.

In order for you to make a time for a conference please follow the instructions below. Bookings will be **open from Monday 19 March 9.00am until Tuesday 3 April 11.00pm.**

1. Go to the site [www.schoolinterviews.co.nz](http://www.schoolinterviews.co.nz).

In the box on the front screen enter the code **u9yxu** and click "Go"

2. Enter your email, name, and the name of your child. Click "Go"

3. Select the teacher for your child. Click "Go"

4. Select the time that you want from the available times. Choose carefully as it is difficult to change these times once chosen. Where you see an 'X' this means the time is unavailable. Where you see a ✓ this means the time slot is available. Click "Go"

5. You should be taken to a confirmation page. You will also receive an email to confirm your time.

*If you are unable to book a time for any reason, please ring the school office and ask to speak with Jane Scadden who can book a time on your behalf.*

Yours sincerely,

Ed Trotter  
Principal