

October 2018

St. Patrick School

Progress Reports and Parent-Teacher Interviews

Dear Parents and Guardians,

Your child will be bringing home a progress report on November 9th. Interviews will take place on November 15 and 16.

When you receive the report, it is a good time to sit down with your child and discuss some goals. Goals can be Academic (subject)-based and/or Learning Skills-based. They can be short-term (until Term 1 report in January) or long-term (end of June). Ensure that the goals are challenging yet attainable. Spend some time discussing how you will monitor these goals with your child and how you will know your child has been successful in meeting these goals!

We encourage you to share these goals with your child's teacher at the Parent-Teacher interview so that you work in partnership to improve your child's education! Therefore, it is important to schedule a time to meet with your child's teacher in November.

Important Information about Scheduling Parent-Teacher Interviews

- Parent-Teacher Interviews will be booked by the office on a "first replied - first scheduled" basis.
- If we do not receive your reply, we will not schedule an appointment for you.
- If you cannot attend on these dates, please contact the teacher to set up another date.
- Please complete the bottom section and return to the school by **Monday, October 29th**.
- Your confirmed interview time(s) will be sent home with your child's progress report on Nov. 9th



-----Please return one form per family-----

Step 1

Check the time period when you prefer to have your interviews scheduled.

Thursday, November 15	Times	Check ✓ your preferred time period
	Between 3:30 - 5:00 pm	
	Between 6:00 - 7:00 pm	
	Between 7:00 - 7:30 pm	
Friday, November 16	Between 9:00 - 10:00 am	
	Between 10:00 - 12:00 pm	

Step 2

Check the names of any other staff with whom you wish to meet.

- Mr. DeKeers, FSL
- Mrs. Van Eck and Mrs. Mitchell, SERTs
- Mrs. Mason, Principal

Step 3

Fill in the names of each of your children and classroom teacher. (This portion will be returned to you)

Student's Name	Grade	Teacher	FOR OFFICE USE ONLY Confirmed Interview times
1.			FOR
2.			OFFICE
3.			USE
4.			ONLY

Step 4

Return this form to the school IMMEDIATELY, and no later than Oct. 29th.