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January 2019

“Meet the Teacher – Getting to Know Your Child” Interviews

Tuesday 12 February 2019

Dear Parents and Caregivers,

Sharing relevant background information, such as family circumstances, medical or health information can be invaluable to a teacher in catering for children with particular needs. At Jells Park Primary School we understand the sensitivity of such information, yet believe that a teacher can better cater for the individual needs of each child when they know all relevant information about children in their care. Parents are encouraged to share with their child’s teacher any background information they believe relevant to their child, which may influence their learning and/or wellbeing. Please be assured that any information provided will be treated sensitively and with the utmost confidentiality.

To facilitate this exchange of important information, a ‘Getting to Know Your Child’ Background Information pro forma is attached to this letter. The purpose of this pro forma is to provide an opportunity for parents of children with certain special needs or circumstances to inform their child’s current teacher of the relevant background information. Parents are requested to **return the form to your child’s classroom teacher via email by Friday 9 February.**

In the situation where such information is better conveyed personally, a **‘Meet The Teacher-Getting to Know Your Child’ Interview** will be available on Tuesday 12 February **from 3.40 to 8.00pm**. All interviews are 10 minutes in length. The online booking service will be available from Monday 4 February at 10.00am. The simple instructions are over the page. If you have any trouble with this process, please contact the school office.

Yours sincerely,

Kevin Oakey
Principal

Dear Parents

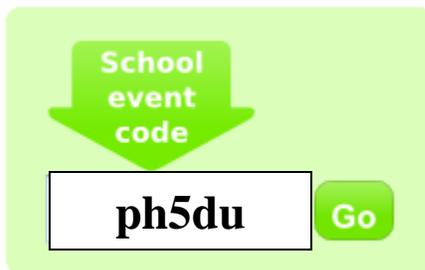
“Meet The Teacher - Getting To Know Your Child” Interviews will be held from 3:40 – 8:00pm **on Tuesday 12 February.**

You can now book interviews at times that suit **YOUR FAMILY BEST.**

Go to www.schoolinterviews.com.au and follow these simple instructions.

BOOKINGS OPEN MONDAY 4 February at 10.00am

BOOKINGS CLOSE MONDAY 11 February at 1.00pm



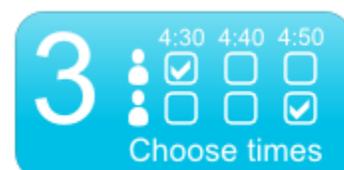
A green rounded rectangle containing a green arrow pointing down with the text "School event code" inside. Below the arrow is a white input field containing the text "ph5du" and a green "Go" button to its right.

Go to

www.schoolinterviews.com.au

Enter our school event code.

Then follow the 3 simple steps.



When you click **finish**, your interview timetable will be emailed to you automatically - **check your junk mail folder** if you do not receive your email immediately.

You can return to www.schoolinterviews.com.au at any time, and change your interviews - until bookings close.

JELLS PARK PRIMARY SCHOOL

‘Meet the Teacher-Getting to Know Your Child’ 12 February 2019

Child’s Name: _____

Class: _____

Person completing form: _____

Relationship to student: _____

1. Please detail any academic strengths/concerns you believe your child demonstrates, for example: Mathematics, English-Reading/ Writing, Science.	Parent Comment:
2. Do you have any concerns regarding your child’s social or personal development?	Parent Comment:
3. Do you wish to comment on any of your child’s characteristics and how they relate to others at school, for example: ‘special’ friends, personality, traits, fears, special talents/abilities?	Parent Comment:
4. Please list any other relevant comments	Parent Comment:

Thank you for providing this information. **All returned forms/responses will be treated with trust, sensitivity and confidentiality.**