

## REPORT NIGHTS

**Junior (Year 9 & 10): Tuesday 12 April**

**Senior (Year 11,12,13): Thursday 12 May**

In the past we have held a Year 9 Parent Evening, issued Progress Reports to all students in Term 1 and held parents evenings. Due to the earthquake interruption, we have rescheduled progress reports and report evenings as follows.

Junior Reports issued: Wednesday 6 April  
Report Evening for Juniors: Tuesday 12 April  
Senior Reports issued: Friday 15 April  
Report Evening for Seniors: Thursday 12 May

This year the school is using an electronic on line booking system again for school interviews with teachers on Report Night. **The booking system will be live on Tuesday 5 April.** This system enables parents/caregivers to set up their own appointments with teachers for Report Night directly online.

To use the system you will need:

- a computer with internet access
- an email address
- the names of your child's teachers/subjects from their school report.

### **What if you do not have a computer at home?**

If you do not have a computer at home you can still use the online booking system. You will be able to use a computer at work, a friend or neighbours or a computer in the school library. You can also ask your child to set up the appointments for you on the appointments computer in the school library. You can also ask the school office for help.

### **HOW TO BOOK AN APPOINTMENT**

**Step 1:** Connect to the internet and go to [www.schoolinterviews.co.nz](http://www.schoolinterviews.co.nz)  
(or Google: 'school interviews')

**Step 2:** Enter in the school code and press GO.

**The school code is: FDLS7**

**Step 3:** Enter parent and student details (make sure you enter the student's first and last name), then click GO.

**Step 4:** Select **ALL** the subject/s and teacher/s you want to see and click GO. (**The subject/teacher information is on the student's school report.**)

**Step 5:** Click the box for the time you want to meet with each teacher. If no box is showing the time is not available. Click GO to see your timetable of interviews. You can return and make changes now (or later).

**Step 6:** Once you have completed the booking process click 'FINISHED', an email will be sent to your address confirming the times you have booked. These times can be changed or cancelled if needed by using the link in the email and returning to the web page.

The booking system is available from **Tuesday 5 April.**  
If you have any problems you can contact the school office for help.