

MATER DEI CATHOLIC COLLEGE

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Year 7 Parent/Student/Teacher Interviews **Tuesday 13th March 2018** **3.30pm – 6.30pm in the College Hall**

Dear Year 7 Parents,

Parent/Student/Teacher Interviews are a valuable way for you to be informed of your child's initial progress at the College. Six weeks is not enough time for a teacher to make a thorough assessment of your child's progress, but we consider it important for Year 7 parents, students and teachers to meet as a way of establishing our partnership in learning and to allow parents to ask questions or seek clarification. We expect that students attend the interviews. Their presence will ensure that any information that is given by teachers or sought by you is heard by the student.

It is also important that all stakeholders have both a 'voice' and an 'ear' in the interview, which will focus on achievements and how your child is settling in to Mater Dei Catholic College. Students will benefit from the common understandings that are gained as a result of their presence.

The outline of the evening is as follows:

3.30pm – 6.30pm	All Year 7 teachers present in the College Hall
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The booking system is user-friendly, the key information required is that you know the names of your child's teachers. Interviews are 5 minutes. Once bookings are made, you are able to print your schedule, as well as sending a confirming e-mail to yourself. Bookings can also be amended at a later date.

Bookings will be able to be made online from **Monday 26th February 6am** and will close on **Monday 12th March 12 midnight**.

Please ensure the email address we have for you is current. Please send any updated email addresses to driscollj@ww.catholic.edu.au


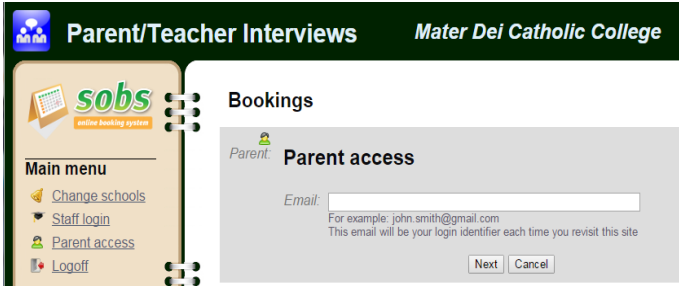
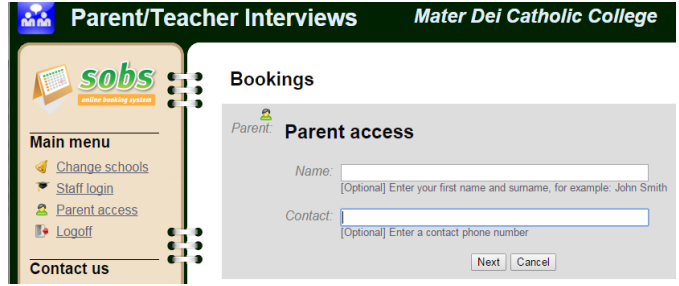

Instructions on how to access the SOBS site are printed on the next page.

Please contact me at the College if you have any comments or questions.

Mr Laurie Fitzpatrick
Leader of Curriculum

How to book your Parent/Teacher interviews

NOTE: Information entered into this booking system is outside of the school's network and therefore under the privacy information policy of the website **sobs.com.au** – their policy states that they will not disclose this information to any other party, and nor will the information be used for any other purpose than managing these interviews.

<p>Visit the sobs website and click on the link for 'Parent/Teacher interviews' sobs.com.au Enter Mater Dei</p>	
<p>Type in your email address</p>	
<p>Enter your name and contact details</p>	
<p>Enter your child's full name and select year level from the drop down menu. <i>(If this is your first time for Year 7 interviews, you will have to add their name and Year 7 before you can make bookings)</i></p>	

Click on the **'Book Interviews'** box to book your interviews.

Please ensure that the correct year is selected for your child, use the arrow up or down to select.

Students: Fred1

Name	Year level	Dates
Fred1 Smith	Yr6	Delete There are no interviews scheduled for this year level
Fred2 Smith	Yr7	Delete TED Open Lessons for Yr 7 Parents 24-02-2016 - 24-02-2016 Year 7 Parent Teacher Interviews Term 1 2016 08-03-2016 - 08-03-2016

[Book Seats](#) [Book Interviews](#)

Select all teachers you require interviews with by ticking the box

Students: Fred1

Year 7 Parent Teacher Interviews Term 1 2016

Interviews: **Select Yr7 Teachers for Interviews**

BAGGIO, Virginia (College Hall) <input type="checkbox"/>	FONTE, Bianca (College Hall) <input type="checkbox"/>	LUMSDEN, Michelle (College Hall) <input type="checkbox"/>	RUDD, Karina (College Hall) <input type="checkbox"/>
BANKS, Diane (College Hall) <input type="checkbox"/>	GRAHAM, Monique (College Hall) <input type="checkbox"/>	MCAULIFFE, Scott (College Hall) <input type="checkbox"/>	SAXON, David (College Hall) <input type="checkbox"/>
BRITTON, Craig (College Hall) <input type="checkbox"/>	GYLES, Trevor <input type="checkbox"/>		SMITH, Anne (Room 5) <input type="checkbox"/>

Scroll and select available slots with each staff member. The green slots are available. Grey slots are unavailable. As you click slots they will turn pink and your child's name will appear in the slot. You will only be able to book once with each teacher, and only once in each time slot. Once you have selected your interview slots click the 'Save' button.

Interviews: **Select time slots for Fred1** [Save](#)

BAGGIO, Virginia College Hall	CRAMP, Mel College Room	FONTE, Bianca College Hall	GYLES, Trevor College Hall	MICHEL, Rebecca College Hall
Tuesday, 08-Mar-2016				
03:30pm	03:30pm	03:30pm	03:30pm	03:30pm
03:35pm	03:35pm Unavailable	03:35pm Unavailable	03:35pm	03:35pm
03:40pm	03:40pm Unavailable	03:40pm Unavailable	03:40pm	03:40pm
03:45pm	03:45pm	03:45pm	03:45pm	03:45pm Unavailable
03:50pm	03:50pm	03:50pm	03:50pm	03:50pm Unavailable

Students: Fred1

Year 7 Parent Teacher Interviews Term 1 2016

Interviews: **Select time slots for Fred1** [Save](#)

BAGGIO, Virginia College Hall	CRAMP, Mel College Room	FONTE, Bianca College Hall	GYLES, Trevor College Hall	MICHEL, Rebecca College Hall
Tuesday, 08-Mar-2016				
03:30pm	03:30pm	03:30pm	03:30pm	03:30pm
03:35pm	03:35pm Unavailable	03:35pm Unavailable	03:35pm	03:35pm
03:40pm Fred1	03:40pm Unavailable	03:40pm Unavailable	03:40pm	03:40pm
03:45pm	03:45pm Fred1	03:45pm	03:45pm	03:45pm Unavailable
03:50pm	03:50pm	03:50pm Fred1	03:50pm	03:50pm Unavailable
03:55pm	03:55pm	03:55pm	03:55pm Fred1	03:55pm
04:00pm	04:00pm	04:00pm	04:00pm	04:00pm Fred1

Once selected you have the option of **emailing** or **printing** your interview booking times. If you select the email option the schedule is sent to the email address you initially entered.

Students: Fred1

Name	Year level	Dates
Fred1 Smith	Yr6	Delete There are no interviews scheduled for this year level
Fred2 Smith	Yr7	Delete TED Open Lessons for Yr 7 Parents 24-02-2016 - 24-02-2016 Year 7 Parent Teacher Interviews Term 1 2016 08-03-2016 - 08-03-2016

[Email Schedule](#) [Print Schedule](#) [Book Seats](#) [Book Interviews](#)