

2025 Semester 1 SSG Meetings

5 February 2025

Dear Parents & Carers,

Following feedback from staff and families, School Council has decided to revert back to our original format of SSGs (parent-teacher interviews) in 2025. This is due to working families and staff family commitments. We know this won't suit all families but we thank you for your understanding in advance.

Our Semester 1 Student Support Group Meetings (SSG) are scheduled for Tuesday, February 18th between 3:30 pm and 7:30 pm. Each appointment has a 20-minute time slot to ensure all parents and carers have an opportunity to meet with your child's teacher.

To ensure as many families are connected to school as possible, all SSG bookings will be made through Xuno where you can book a face-to-face meeting or a phone call.

You can only see the available SSG meeting times on Xuno. Once you have selected a time, it will be confirmed. You will no longer receive a letter of confirmation regarding your meeting time. If a suitable time is not available, please contact your child's classroom teacher to make an alternative booking.

If you require an interpreter, please specify the language you require when booking the SSG meeting. As mentioned in the first Newsletter, our interpreter and translation services are now provided by "All Graduates".

For on-site appointments between 3:30 pm and 4:30 pm, our staff can supervise your child/ren at school during your SSG meeting. If you wish for your child/ren to remain and be supervised at school, please specify this in the comments section when booking your SSG meeting.

If you would like to discuss your child's progress in our specialist areas, please make an appointment through the office.

We are kindly asking that you log into Xuno and schedule an SSG meeting by Wednesday, 12th February 2025.

Please find attached a 'how to' guide to help you book your SSG meeting time through Xuno. We have also provided your Xuno login details if you haven't logged into Xuno since December 2024.

If you are experiencing issues booking an SSG Meeting time through Xuno, please contact the office on 03 9366 4322.

We look forward to meeting with you all very soon.

Kind Regards,

A handwritten signature in black ink, appearing to read "Anthony Jackson".

Anthony Jackson
Principal

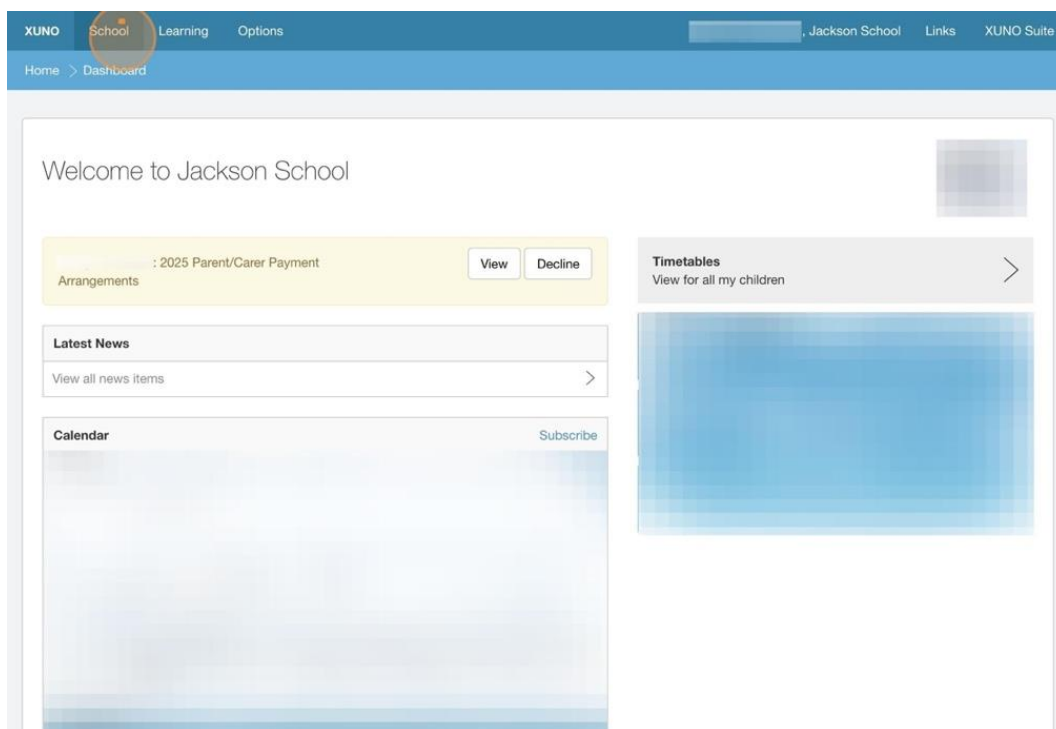
How to Book an SSG Meeting through Xuno

Xuno Website

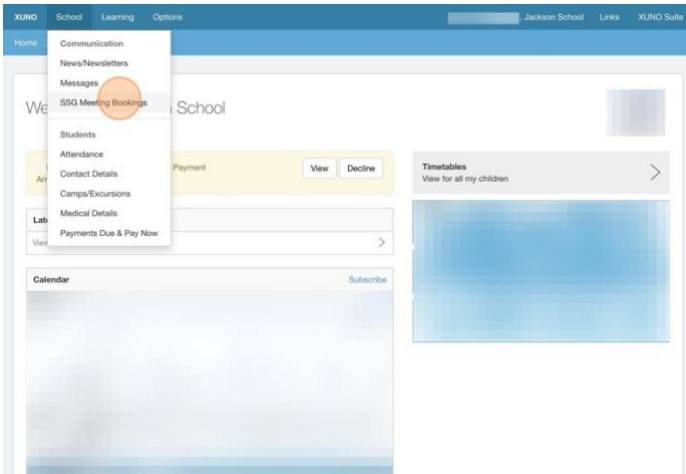
- 1) Navigate to <https://jacksons.xuno.com.au>
- 2) Log In with your Xuno username and password



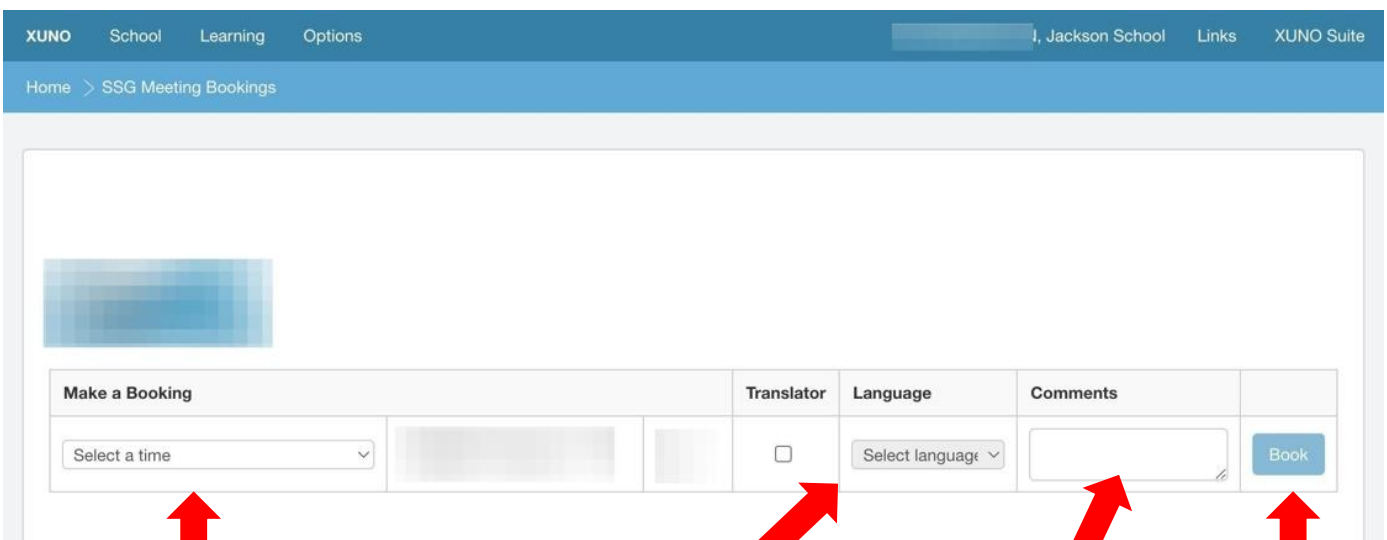
- 3) Click School



4) Click SSG Meeting Bookings



5) Choose your meeting time, indicate whether you need a translator and what language you need, and leave an optional comment. Once completed, click book.



1) Choose a time

2) If you require an interpreter, please tick the translator tick box and select your language from the language dropdown

3) If you would prefer a phone SSG meeting, type **"Phone Meeting"** in the comments box.

4) Click Book

If you would like your child to remain at school between 2:50 pm – 4:30 pm, type **I would like to have my child supervised at School** in the comments box

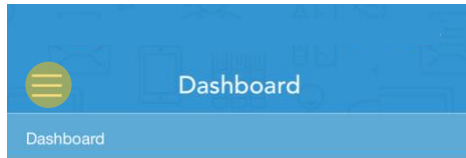
Once you have booked your SSG meeting time, your confirmed booking will be displayed.

Xuno Family App

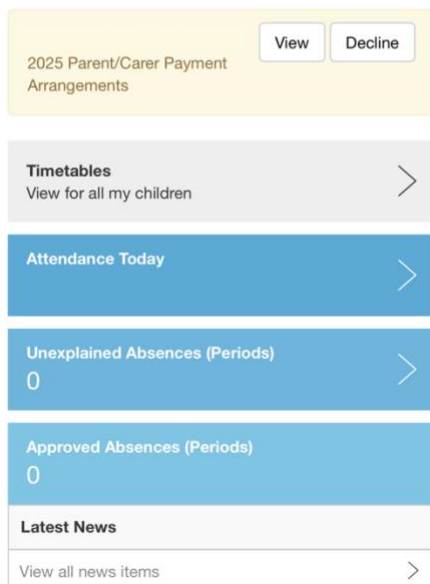
- 1) Open the Xuno Family App



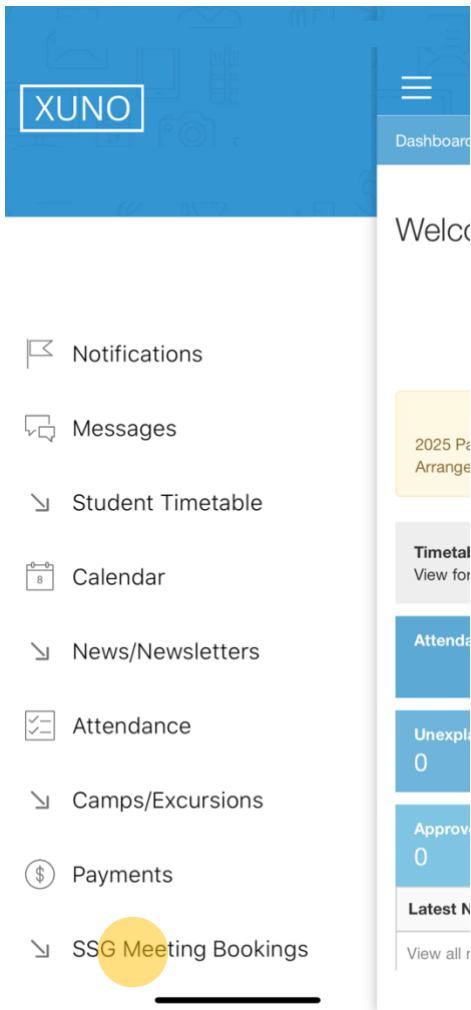
- 2) Tap the  button



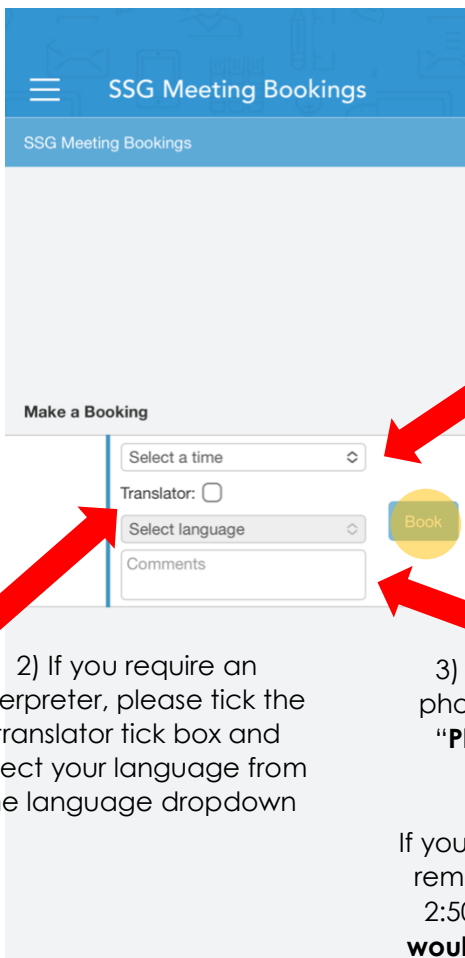
Welcome to Jackson School



3) Tap SSG Meeting Bookings



- 4) Choose your meeting time, indicate whether you need a translator and what language you need, and leave an optional comment. Once completed, click book.



1) Choose a time

2) If you require an interpreter, please tick the translator tick box and select your language from the language dropdown

3) If you would prefer a phone SSG meeting, type **"Phone Meeting"** in the comments box.

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4) Click Book

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