

**Online**

**PARENT/TEACHER/STUDENT INTERVIEWS**

**Wednesday, October 21st - 4:30 to 7:30 pm**

**Thursday, October 22nd - 4:30 to 7:30 pm**

The following teachers will be available on:

* Mme Hoffos **Wednesday, October 21nd**

**Process for Parent /Teacher/Student Conferences**

This year the conferences will be on **Microsoft Teams** and you will receive an email regarding the link and all the information by Monday October 19th from your classroom teacher. Log into Microsoft Teams 5 minutes early.

Parent /Teacher/Student Conferences will be held on Wednesday, October 21st and Thursday, October 22nd from 4:30 pm until 7:30 pm. We will use an online system to book conferences. Please go to [www.schoolbookings.net](http://www.schoolbookings.net) enter the school code **caed8** and follow the screen prompts. You will need to enter an e-mail address to receive confirmation of your conference. When inside Microsoft Teams, you will be put in a waiting room until the teacher is finished the interview prior.

Note: You may begin booking conferences on Wednesday, October 14that 9:00 am. At this time, you will be able to book conferences for both evenings.

You will need to enter your children’s name, the class, and teacher along with when you would like to schedule a conference. You are limited of one conference time per teacher. All other grades will have 10 minutes appointments. If your child has more than one teacher, we ask that you book an appointment with the homeroom teacher only. If you require more time with a teacher or would like to meet with other teachers, please feel free to arrange another meeting another day.

Greg Probert Principal Annie Garneau Assistant Principal