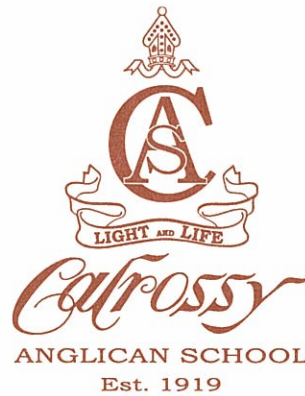


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11 March 2009

Dear Parents

**Parent / Teacher Meetings & School Reports for All Secondary Students
(boarders and both girl and boy day students)**

The dates and times for this year's secondary parent / teacher meetings are:

For parents of boarders:

Friday 5 June (day before Term 2 Leave weekend) from 1:30 pm – Peter Smart Centre

Friday 3 July (last day of Term 2) from 1:30 pm – Peter Smart Centre

For parents of day students (**boys and girls**):

Tuesday 5 May (second week of Term 2) from 5:00 pm – 7:30 pm – Peter Smart Centre

Thursday 28 May (fifth week of Term 2) from 5:00 pm – 7:30 pm – Peter Smart Centre

Thursday 6 August (second week of Term 3) from 5:00 – 7:30 pm – Peter Smart Centre

(The Peter Smart Centre is located at the Brisbane Street Campus)

This year we will trial splitting the day student interview evenings into a time where pre-booked meetings have priority from 5:00 – 6:00 pm, followed by a time of 'first-in-first-served' from 6:00 – 7:30 pm, where parents will need to queue and wait for each teacher to whom they wish to speak. This year parents will also be asked to write their name on a sticky name tag to aid the process.

Whilst there is no parent/teacher interview session scheduled for the end of the year, parents may contact the school following the release of reports if they wish to discuss any matters with their teachers.

If the above times are not convenient or if further discussions are required at another time in the year we invite you to telephone the relevant campus reception and the teacher(s) will call you back at a time they are not teaching a class.

If you would like to book meetings with some of your child's teachers the following steps need be taken about two weeks prior to the interview date:

2.

- Ask your child to collect an interview booking card from the Deputy's office at the Brisbane Street Campus or Reception at William Cowper Campus (about two weeks prior to the interview date) and indicate to her/him which interview date suits you.
- Ask your child to write on the interview booking card the courses for which you would like to speak with the teacher. Meeting times will generally be five minutes. Parents or teachers who have a particular reason can indicate at booking time that a ten minute appointment is required. On the reverse of this sheet is an outline of the courses undertaken to assist parents of students in Years 7 – 10.
- Ask your child to fill in the teachers' names.
- Your child needs to then request a mutually convenient meeting time from each of the teachers with whom you wish to speak (if meeting times are still available).
- You or your child need to keep this card as the school will have no centralised record of bookings made. If the card is lost your child will need to request a replacement card and then see each of the teachers to find out the time which had already been booked.

The above interview dates are for secondary teachers/parents from both campuses. This should mean parents of Year 11 and Year 12 students whose child studies a course at the alternate campus can speak to all his/her teachers in one place at one time.

The Semester 1 and 2 reports are scheduled to be available on:

Friday 3 July (last day of Term 2) for Years 7 – 10

Thursday 10 December (after the Speech Day ceremony) for Years 7 - 10

Wednesday 17 June and **Friday 6 November** for Year 11

Friday 20 May and at the Graduation Ceremony for Year 12

Reports will be handed directly to secondary girls and mailed to parents of secondary boys unless you write to the school to request otherwise. If you need to write to the school to this effect, please address the letter to Mrs Robyn Tourle (for girls) or Mr Michael Larkin (for boys).

Interim reports for girls new to the secondary school will be mailed out in appropriately two weeks. Progress reports for all boys will be issued at the end of Terms 1 and 3.

Should you have any questions or concerns, please feel free to discuss them with me.

Yours sincerely



Mark Doran
Deputy Principal

Year 7 Courses	Lessons per Fortnight
English	8
Mathematics	8
Science	6
Geography or History	5
Technology	6
Visual Arts	3
French/Japanese/German	1
Music	3
Physical Education	3
Christian Studies	2
Learning Skills	1
Perf Elect/Extra Music	2

Year 8 Courses	Lessons per Fortnight
English	6
Mathematics	6
Science	7
Geography or History	5
Technology	5
Visual Arts	3
French/Japanese/German	5
Music	3
Physical Education	3
Christian Studies	2
Perf Elect/Extra Music	2
Learning Skills	1

Year 9 & 10 Courses	Lessons per Fortnight
English	7
Mathematics	7
Science	7
Mandatory Australian History/Geography	7
PDHPE	5
Electives	5 Each
Christian Studies	2
Perf Elect. (girls only)	2
Careers (girls only)	1 (Yr10)
Learning Skills (girls only)	1 (Yr 9)