



15 May 2018

**RE: Stage 6 Parent/Student/Teacher Interviews for Semester 1, 2018  
Wednesday 23rd May 2018**

Dear Parent/Guardian,

The Parent/Student/Teacher interviews for Year 11 and 12 students will take place in the College Hall on **Wednesday 23rd May from 3.30pm - 7.30pm**. This is an opportunity for you and your daughter to be given subject specific feedback based on your daughter's progress through the Year 11 or HSC course thus far. These interviews are a critical aspect of the Parent/Student/Teacher partnership and we hope you will be able to take this opportunity to discuss your daughter's progress with her teachers. This is also the final opportunity for Year 12 students to receive feedback and guidance as they approach the final terms of Year 12 and reflect on their academic goals for the remainder of the school year.

The Semester 1 Academic Reports for Year 11 and 12 students will be published to the Sentral Parent Portal on the afternoon of Tuesday 22nd May. This will allow you and your daughter sufficient time to analyse the report prior to meeting with her teachers on the evening.

Interview bookings can only be made electronically, using the Sentral Parent Portal at <https://bcsentral.bcashfield.catholic.edu.au/portal/login>. Bookings **are now open and will close at 9.00p.m on Tuesday 22nd May**. Interview slots have a duration of five minutes. *To avoid delays and queues, we advise that you NOT make all of your bookings consecutively but leave a five minute gap between each interview booking.* Your daughter must wear her full College Winter uniform to the interviews.

Should you have trouble logging into the Parent Portal or have forgotten your username or password details, please contact Leanne Moody in the Front Office on 97989099.

Hard copies of the report will be available for collection on the evening and non-custodial reports will be posted home. Upon your arrival in the Hall, you will receive a **Parent Information Form** indicating all family and Emergency Contact Details you have provided to the College. These must be updated to ensure that our records are current. **Please check and update these forms and place them in the designated boxes as you exit the Hall.**

Once again, I ask that you make attendance at this important community event a high priority for you and your daughter. We look forward to meeting with you and your daughter on May 23.

Yours sincerely,

*Paula Bounds*  
Mrs Paula Bounds  
Principal