

## Dear Parents/Carers

Parent and Teacher Interviews for Years 7, 8, 9, 10, 11 and 12 are scheduled for Monday 29<sup>th</sup> July and Monday 5<sup>th</sup> August 2024 from 4:00pm – 7:00pm.

Interviews will be held on the school grounds. Faculties will be allocated to the following areas:

- Library Mathematics and English.
- Hall PDHPE, Science, CAPA and TAS
- Rooms 20-22 HSIE

Parents will need to make bookings through Sentral Parent Portal as per previous years (information attached). Appointment times will be 7 minutes. Where possible, we encourage parents to leave at least one session break between appointments.

Bookings for Monday 29<sup>th</sup> July will open at 9:00am, Monday 22<sup>nd</sup> July 2024. Bookings for Monday 5<sup>th</sup> August will open at 9:00am, Tuesday 30th July 2024.

## Please see attached instructions to make an appointment.

If you have any issues or problems accessing the interviews appointments, please email the school <u>elizabeth-h.school@det.nsw.edu.au</u>

Kind regards

Killey

Kylie Hedger Principal

**'Shaping the future, by pursuing excellence and creating boundless opportunities'** Elizabeth Macarthur High School Ph: 46461899 Fax: 46471569 38 Waterworth Drive, Narellan Vale 2567 Email: Elizabeth-h.school@det.nsw.edu.au |Website: Elizabeth.h.schools.nsw.gov.au



## **Parent Teacher Night Booking**

The following guide will assist you with booking new sessions for the Parent Teacher Nights as well as make changes to existing bookings. Before you commence, you must be registered on the Parent Portal and have access to your child's information.

## **Booking Sessions**

- 1. Login to your Sentral Parent Portal on your PC or the APP.
- 2. Select the Interview Tab on the left-hand side if using a PC or press the Interview tab on the APP.

SENTRAL	Home Elizabeth Macarthur High School		
Home Logged in as Annette	Home Feed 🗸		
Liz Macarthur			
School, Year 7	Welcome to the Sentral Parent Portal	(2	
Absences	Posted by Sentral Education	Friday, 1st March 201	
🖭 Newsletters 📈	Staying in touch with your chairs iseaning journey is easy with the Sentral Parent Portal. Receive secure news items on the web and through the companion mobile application. Sentral for Parents - with targeted news so you only see information relevant to your children. The Sentral Parent Portal lets you. * Provide permission		
<ul> <li>Parent Teacher Interviews</li> </ul>			
Mu Deteile	and make payments for school activities * Mes teachers * See what homework is to be done	and make payments for school activities * Message your child's teachers * See what homework is to be done * Browse school	
My Details	documents and resources * Receive student report cards electronically * Book and manage parent/teacher night interviews *		
My Details     A     My Access		-	
My Access     Help & Information	Notify of planned absences and respond to un We hope you find the portal a useful school re	expected absences source.	

- 3. You will see a list of all your child's teachers and their available times (per subject for high schools).
- 4. Select your preferred times for each interview. If you do not want an interview with a particular teacher, click on **Not Attending**.
- 5. When you have made your selections, the times you chose will be displayed at the bottom of the screen.
- 6. Click the **Save Bookings** button.
- 7. You will be returned to the Interview screen displaying a list of your selected interview times