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Dear Parents/Guardians

Please find attached:

* Teacher Availability List
* School Interviews online booking guide
* Parent / Teacher Interview Request Form

Parent/Teacher interviews will be held on the following date and time:

**Monday 14 March 4:00 p.m. - 7:00 p.m.**

Bookings for Parent Teacher interviews can be made using an online booking service. A user guide is attached showing the simple steps to book your interviews at a time that suits you. We encourage you to use this service as a quicker and easier way to book your interviews. For parents or guardians who do not have access to a computer, bookings can still be made through the school by completing the attached Interview Request Form and returning it to the upstairs office in E Block. These documents, along with a list of the teachers, are also available on the school’s website (under “Documents”) to assist those who wish to email their request.

Interview Requests are now open at and close on Friday 11 March at 3:00pm. This is to allow all families to make bookings that suit them and provides teachers sufficient time for interview preparation.

Interviews on the evening are strictly 10 minutes each in length. If you need longer, please contact the teacher directly to make an alternative time. A full list of staff available on the evening is attached. Should you require an interpreter for the evening bookings must be made through the office.

Please prioritise the teachers you wish to see. All teachers are listed on your student’s timetable.

These evenings are a very important means of communication between home and school and allow teachers and parents the opportunity to discuss student progress in more detail and, where necessary, to look at strategies for improvement of student performance.

Due to space constraints, we prefer no more than 2 attendees plus student at each interview.

Parent/Carers/Students must not attend if they have COVID – 19 symptoms and/or:

* Are you an active COVID-19 case?
* Are you currently, or have you recently experienced cough, fever, sore throat, fatigue or shortness of breath.

We look forward to meeting you at these interviews. Please note the change of venue to Y Block, our new STEAM building & G Block. Please come to E Block Administration and follow the signs.

Yours faithfully



Mr Bruce Paris

Deputy Principal

1 March 2022

**Teaching Staff Available for Interviews**

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| **Monday 14 March** |
| **GIVEN NAME** | **SURNAME** | **ROOM** |
| Dale | Monaghan | Y02 |
| Olivia | Morgan | Y09 |
| Caroline | Mudge | Y41 |
| Terri | Mulqueen | Y24 |
| Luke | Murphy | Y22 |
| Paul | Nagle | Y22 |
| Mahalia | Nelson | Y24 |
| Kelly | Nottle | Y24 |
| Rebecca | O'Brien | Y09 |
| Amanda | O'Donnell | G02 |
| Michael | O'Hare | Y22 |
| Amanda | Olive | Y23 |
| David | Otto | Y09 |
| Antigone | Paris | Y24 |
| Natasha | Pather | Y23 |
| Mark | Pearson | Y22 |
| Moala | Pease | Y23 |
| Cassandra | Perry | Y09 |
| Mathew | Plageman | Y16 |
| Courtney | Plasto | Y02 |
| Aisea | Pulini | Y01 |
| Daniel | Reiser | Y23 |
| Rosanne | Reitze | Y42 |
| Simone | Richardson | Y02 |
| Shannon | Riles | Y16 |
| Andrei | Roskolnikov | Y24 |
| Kate | Ryan | Y14 |
| Cristina | Santolin | Y42 |
| Martin | Saunders | Y09 |
| Cameron | Scott | G02 |
| Erin | Seaton | Y24 |
| Nerida | Selsby | Y16 |
| Carina | Sheahan | Y09 |
| Heather | Singleton | Y22 |
| Melanie | Smethurst | Y22 |
| Cameron | Smith | G02 |
| Joseph | Smith | Y02 |
| Timothy | Smith | Y15 |
| Zachariah | Spinella | Y16 |
| Jacob | Stanton | Y16 |
| Neil | Sugars | Y02 |
| Sarah | Tamo | G02 |
| Vita | Toomalatai | G02 |
| Melanie | Tuxworth | Y41 |
| Tyler | Vikionkorpi | Y02 |
| Lisa | Vincent | Y16 |
| Robert | Wales | Y07 |
| Trina | Wallwork | Y24 |
| Venera | Walsh | Y14 |
| Patricia | Watson | G01 |
| Wasana | Weeraratne Green | Y36 |
| Daniel | Weston | Y41 |
| Stephanie | Wheeler | Y02 |
| Caitlyn | Whipp | Y16 |
| Kevin | White | Y24 |
| Ian | Whittaker | Y41 |
| Janelle | Williams | Y41 |
| Ryan | Wilson | G02 |
| Ryan | Wilson | G02 |
| Tammy | Wilson | Y36 |
| Gabrielle | Wolff | Y42 |
| Rebecca | Wood | Y22 |
| Julie | Woodcock | Y42 |
| Yangaiwa | Wu | Y15 |
| Laurence | Young | Y16 |
| Michelle | Young | Y15 |
| **The following teachers are unavailable – Robert Buchanan, Kylie Churchward, Kirsten McKimmie, Claudia Rasche & Joel Ward are unavailable on the evening. Please contact them direct.** **Molly McNamara & Kayla Parkinson are on long term leave & will not be available****Thank you.** |

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| **Monday 14 March** |
| **GIVEN NAME** | **SURNAME** | **ROOM** |
| Maria | Anglim | Y01 |
| Neta | Arad | Y14 |
| Breanna | Archer-Hardy | Y21 |
| Astri | Baker | Y36 |
| Alistair | Barnett | G01 |
| Rodney | Beatty | G01 |
| Sonya | Bramich | Y21 |
| Helen | Bramley | Y01 |
| Joseph | Brennan | Y01 |
| Joseph | Brolese | Y07 |
| Hakana | Brooksbank | G01 |
| Stephen | Brown | Y07 |
| Shirley | Cahill | Y09 |
| Thomas | Caldow | Y16 |
| Patrick | Camp | Y42 |
| Lindsay | Chandler-Jentz | Y15 |
| Mbongeleni | Chigeza | Y42 |
| Wendy | Chiu | Y36 |
| Jayne | Comino | Y14 |
| Jasmine | Cousins | Y01 |
| Jennifer | Cowell | Y09 |
| Justin | Crotty | Y07 |
| Carol | Cunningham | G01 |
| Liam | Daly | Y23 |
| Rebecca | Daniels | Y42 |
| Kate | Davies | Y16 |
| Linda | Davis | Y23 |
| Rebecca | Delaney | Y21 |
| Shawn | Depper | Y21 |
| Tristan | Drake | Y23 |
| Bernadette | Duffy | G01 |
| Justin | Earl | Y07 |
| Wendy | Edwards | Y02 |
| Kim | Eteru | G01 |
| Grace | Fayd'Herbe Rodgers | Y23 |
| Roshini | Fernando | Y42 |
| Matthew | Finster | Y21 |
| Lisa | Garrett | Y36 |
| Renata | Gawron | Y42 |
| Jeanette | Gibbins | Y14 |
| Virgil | Gill | Y16 |
| Angela | Gould | Y14 |
| Bradley | Graham | Y07 |
| Nicholas | Guinee | Y21 |
| Leonie | Hannah | Y23 |
| Katrina | Haywood | Y41 |
| Karis | Hill-Milnes | G01 |
| Nicole | Holt | Y42 |
| Angela | Howarth | G01 |
| Lorraine | Idai | Y01 |
| Roderic | Ives | Y42 |
| Nina | Jackman | Y41 |
| Susanne | Jacobs | Y42 |
| Stephen | Johnson | Y09 |
| Helen | Killen | Y21 |
| Jane | Koch | Y02 |
| Harish | Kumar | Y01 |
| Stephanie | Lawther | Y09 |
| William | Liddle | Y22 |
| Stephen | Lippingwell | G02 |
| Clair | Lloyd | Y41 |
| Tamara | Lucas | G02 |
| Josephine | Mackie | Y42 |
| Luke | Madsen | Y23 |
| Jesse | Martin | G02 |
| Natalie | Masters | Y41 |
| Christina | Mawire | Y24 |
| Brendon | McAlister | Y01 |
| Warren | McDonald | Y36 |
| Anne | Mison | Y16 |
| Christopher | Molen | Y14 |



Dear Parents & Guardians,

Parent/Teacher/Student interviews will be held on between **4:00pm - 7:00pm Monday 14 March**

Interviews are strictly 10 minutes and spaces are limited. If you require more time with a particular teacher, please arrange a separate meeting by telephoning the school on 40375222

Go to [www.schoolinterviews.com.au](http://www.schoolinterviews.com.au) and enter the code **gh835**



Enter your details



Select the teachers you wish to see



Select the appointment times that suit your family best



When you click FINISH your selected bookings will be emailed to you immediately. If you do not receive your email, please check your junk-mail, or enter the event code again and check your email address spelling.
Update your details if the email address is incorrect.

DO NOT DELETE the email you receive. Keep it somewhere safe. You may need to refer back to it at a later date.

REMEMBER TO ADD YOUR APPOINTMENTS TO YOUR CALENDAR - reminders will not be sent home.

**Bookings must be finalised by 3pm on Friday 11 March**

If you need to view, cancel, change or print your bookings:

* Click on the link in the confirmation email you received after you made your bookings
* OR return to [www.schoolinterviews.com.au](http://www.schoolinterviews.com.au) and enter the code and the email address you used when making your bookings.

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| **TRINITY BAY STATE HIGH SCHOOL****PARENT / TEACHER INTERVIEW REQUEST FORM – 2022*****(Interview Requests are open and close 3pm Friday 11 March. This is to allow all families to book at the same time and Teachers sufficient time for interview preparation.)***(This form can be downloaded at [www.trinitybayshs.eq.edu.au](http://www.trinitybayshs.eq.edu.au) and emailed to interviews@trinitybayshs.eq.edu.au ) |
| **Options for making an interview:** | **Preferred means of notification of allocated interview times:** |
| 1. Email your request as a **word** document (not PDF) to: interviews@trinitybayshs.eq.edu.au
2. Fax your sheet to **40515754**
3. Return your completed form to the upstairs E Block office
 | 1. Return email to:
 |   |
| 1. Return Fax to:
 |  |
|  3. Return with student **(Student to collect from upstairs E Block office)** |  |
| **STUDENT’S NAME:** |  | **YEAR LEVEL:** |  |
| *Please indicate if you have more than one student at Trinity Bay State High School who may require interviews, so we can try to arrange the interview times closer together:* |
| Other Student Particulars: - Name / Year Level: |
| Other Student Particulars: - Name / Year Level: |
| **Teacher’s Name** | **Subject** | Interview Room | **Indicate Times Available**  | **Allocated Interview Time** |
| **Monday 14 March** Interviews **(between 4:00 – 5:30 / and between 5:40 – 7:00)** 10 minutes break |
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| Parent / Guardian’s Name |  | Contact phone number |  |
| Interpreter required (please circle) Yes / No Language: |