



Hurlstone Agricultural High School

2018 Parent Teacher Evenings at HAHS Edmondson Hall

18 May 2018

Dear Parents/Guardians,

Parent-Teacher Evenings provide the opportunity for teachers to discuss with parents the progress of their child at school. They will be able to give parents information on assessment, class marks, application, behaviour, attendance and provide feedback on areas needing improvement.

Years	Date	Time period Staff will be available during these times
11-12	Thursday 7 th June 2018	3.00pm to 7.00pm
7-10 & Boarding students in all years	Thursday 5 th July 2018	3.00pm to 7.00pm

These groupings for each night have been made to distribute parent interviews as evenly as possible over the two nights whilst creating an opportunity for parents of boarding students who collect their children on Thursday to meet with teachers.

If you have more than one child in the separate groups across two nights, choose one night to meet with the teachers of all your children.

- **Interviews will last for 5 minutes.** Interviews should be kept 5 minutes so all booked interviews can occur throughout the evening. Parents may need to book additional interview times if they require longer than 5 minutes.
- If parents are running late for their appointments, they may find staff are unable to see them as staff must keep to their appointment schedules.
- Parents wishing to discuss welfare issues are encouraged to contact the year advisor or head teacher at another time, as the focus of this evening will be on academic progress.

Meal breaks

- Faculties will take a 30 minute dinner break which will be staggered to allow parents to continue seeing as many of their student's teachers as possible. Teacher breaks are indicated below.

Teacher Breaks 5:00 – 5:30 Mathematics, HSIE & LOTE
5:30 – 6:00 Science, CAPA & PDHPE
6:00 – 6:30 English, TAS & Agriculture

Edmondson Hall Organisation

- Seating will be available for parents waiting for their interview. Teachers will be organised within faculty groups around the inside wall of the hall.
- Tea, coffee and biscuits will be available.

Booking Interviews with the booking sheet (back of this note)

- Please ask your child to write their name and year on this sheet. Your child should see his/her class teachers to book an interview time.

How can you prepare for the interview?

- The link below provides a guide for parent-teacher interviews



<http://www.schoolatoz.nsw.edu.au/homework-and-study/planning-for-the-future/parent-teacher-interviews>

[Link to parent-teacher interview guide](#)



2018 Student Booking Sheet

Student instructions:

1. Write your name and year below
2. The time for the interview
3. Your subject and the teacher's name for that subject
4. Bring this booking sheet to the interview @ Edmondson Hall

Student name _____ Year _____

I will be attending the parent/teacher evening on (please tick):

Thursday 7th June (3pm – 7pm)

Thursday 5th July (3pm – 7pm)

Time	Subject	Teacher's Name

Please note meal breaks

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	5:30 – 6:00	Science, CAPA & PDHPE
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