



"Let Your Light Shine"

St. Augustine School

5520-45 Avenue Crescent, Ponoka, AB T4J 1N6

Phone: (403) 704-1155 Fax: (403) 704-1195

<https://staug.starcatholic.ab.ca/>

Dear Parents/Guardians;

St. Augustine School will be hosting Parent Teacher Interviews on Thursday, March 13th. All appointments will be in-person interviews and are to be booked via the School Interviews online booking system. The system will be open for bookings starting Thursday, February 27th at 9:00 a.m. and then closing on Thursday, March 13th at 10:00 a.m.

*Please note that Miss Derepите will be hosting her parent teacher interviews in the evening of February 25th. Please call the office anytime between now and February 24th to make a booking.

In-person interviews will take place between 3:30 p.m. and 8:30 p.m

- Click this link to book an in-person interview. <https://www.schoolinterviews.ca/>
- Click on the button called MAKE A BOOKING on the top right side of the page.
- Type in the event code: **3n8hd**
- Go through the process of setting up your information and booking your interviews.
*When booking teachers, only book one interview time per teacher even if they teach your child more than one subject.
- All in-person meetings will take place in the teachers' classrooms during the scheduled time.
- We would like to keep our interviews to 12 minutes allowing for 3 minutes of transition time. This will allow us to stay on schedule and honor everyone's schedule.

If you are having any difficulties in booking interviews, please contact the school at (403)704-1155 and we will be happy to help you.

Thank you,
Michelle Archibald