Friday, November 6, 2020

Dear Parents and Guardians,

This is a brief email that outlines the process for booking a parent/teacher interview.

Due to the recommendations from the Brant County Health Unit, we will not be hosting in person interviews this year. However, we will be offering virtual meetings as an alternative. Attached are step-by-step instructions for booking these meetings.

Once a meeting has been booked through our online booking software, a confirmation email will be sent to your email address with a link to connect you to the interview, at the designated interview time. You will have the choice as to whether you wish a virtual meeting or simply a phone call to discuss the progress of your child.

Appointment availability will be on a first come, first served basis, however, teachers will be available for meeting times starting on Monday, Nov 9th through Friday, Nov 13th.

Below is the link that will take you to the bookings site. If you have difficulty booking an interview, please do not hesitate to call the school for assistance.

[**https://outlook.office365.com/owa/calendar/StPeter@bhncdsbca.onmicrosoft.com/bookings/**](https://outlook.office365.com/owa/calendar/StPeter@bhncdsbca.onmicrosoft.com/bookings/)

Thank you,

Lucas Boluk

Principal

Following pages: ***“How to Use Bookings for Parent Teacher Conferences”***