



# Cheltenham Girls' High School

Principal: Mrs S. Lawrence, M. Ed Leadership and Accredited Lead Teacher

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5<sup>th</sup> March 2019

Dear Parents,

The Parent Teacher Meetings for all years are rapidly approaching. These meetings will be held on the following dates:

Monday	1 <sup>st</sup> April	Years 7 and 9 from 2.30pm
Monday	8 <sup>th</sup> April	Years 11 and 12 from 2.30pm
Wednesday	3 <sup>rd</sup> July	Years 8 and 10 from 2.30pm

We encourage students to attend these meetings with their parents.

Bookings for Parent Teacher Meetings can be done using the Parent Portal on **SENTRAL** two weeks prior to the interview dates. Instructions on how to make an online booking are on **SENTRAL/** school website.

If you are unable to access/ log on to the school's parent portal through **SENTRAL**. Please contact the school office on/before the 15<sup>th</sup> March 2019.

The timetable of the school day will be altered on these days to accommodate the early start of the interviews. Periods will be shortened and all students will be dismissed from school at 2.00pm. Supervision will be available until 3.10pm for students who are not able to leave at this time.

Should your daughter require supervision at school from 2 – 3.10pm, please complete the slip below, or download and print the slip if you are reading this via our website, and return it to Mrs Sudha Saligram, HT Science and Organising Teacher, by 9.00am on the morning of the relevant parent teacher meeting.

I look forward to seeing you and your daughter at the Parent Teacher meeting.

Yours sincerely,

Mrs Suellen Lawrence  
Principal

Please indicate the day/s on which your daughter will require supervision

- Monday 1<sup>st</sup> April 2019  
 Monday 8<sup>th</sup> April 2019  
 Wednesday 3<sup>rd</sup> July 2019

Student's Name \_\_\_\_\_ Roll \_\_\_\_\_

My daughter \_\_\_\_\_ of roll class \_\_\_\_\_ will require supervision at school between 2pm and 3.10pm during the Parent Teacher Meeting time.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent/Guardian