



WYNDHAM COLLEGE

"Working Together to Widen Horizons"

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CRICOS Provider Name: NSW Department of Education
CRICOS Provider Code: 00588m

5 August 2020

Year 11 Parent/Teachers Interviews

Dear Parents/Caregivers

Due to current COVID 19 restrictions, Wyndham College is unable to conduct the usual face to face Parent/Teacher Interviews. We understand the importance of these interviews and as replacement, we are offering telephone interviews with teachers. This will operate in a similar way to the usual Parent/Teacher interviews.

When: Interview days for Year 11 will be Monday 17 August – Friday 21 August 2020
Where: By telephone
Time: Various interview times between 8am – 5pm Monday to Thursday and 8am to 1pm Friday, depending on each teacher's nominated timeslots

I would like to invite you to book your Parent/Teacher Telephone Interviews via our Sentral Parent Portal, in the following way -

- Step 1.** Log into the Sentral Parent Portal
- Step 2** Select your preferred timeslot for each teacher
- Step 3** Teachers will telephone at the appointed time, using telephone number that is registered on our system.

In order to provide contact with as many parents/carers as possible, it is necessary to limit the time allocated to each call. Alternately, during your Parent/Teacher Telephone Interview, you may prefer to arrange another time to hold a lengthier conversation. You are also more than welcome to contact your child's teacher/s anytime, via the College Office.

The period to make bookings in the Sentral Parent Portal will be from **3pm Friday 7 August to 9pm Sunday 16 August 2020**. Please contact the College Office, on 9208 7100, for assistance in refreshing your Parent Portal access or arranging appointment times.

Karen Smith
Principal

Classa Martinuzzi
DEPUTY PRINCIPAL

Karen Smith
PRINCIPAL

David Macleod-Jones
DEPUTY PRINCIPAL