



# GREYSTANES HIGH SCHOOL

Beresford Road, Greystanes 2145. P.O. Box 125, Wentworthville 2145.

Telephone: 02 9631 9144 Facsimile: 02 9896 3087

GREYSTANES HIGH SCHOOL  
PARENT/TEACHER INTERVIEW EVENING **VIA ZOOM**  
YEARS 11-12  
MONDAY 31 AUG 2020  
TIME: 3.15 PM – 6.45 PM

Dear Parent/Guardian,

## Online Interview Bookings

You are invited to make appointments to speak to teachers of the subjects your child is undertaking. You might also wish to make appointments to speak with your child's Year Advisor. Online bookings will open on Thursday 20 Aug 2020 at 1.00pm and close on Mon 31 Aug 2020 at 10.00am. Due to Covid19 restrictions, Parent Teacher Interviews will be conducted via Zoom. **Please DO NOT come onto School grounds for the interviews.**

### Before the Interviews:

#### Booking Interviews Via Sentral Parent Portal

Please visit the Greystanes High School website at <http://www.greystanes-h.schools.nsw.edu.au/> and follow the links on the homepage to make bookings with teachers on Sentral Parent Portal. If you require assistance in making online bookings or need your personalised access key for Sentral Parent Portal, please email the school at [greystanes-h.school@det.nsw.edu.au](mailto:greystanes-h.school@det.nsw.edu.au) or contact the school office on 96319144.

#### Zoom Online Interview Platform

Step-by-step instructions to assist with navigating and participating in the Zoom meeting will be available on the Greystanes High School website under 'Latest News' and 'Upcoming Events' by Thursday 27<sup>th</sup> August. On the website, you will find information on how to access and participate in a Zoom meeting

It is suggested that you familiarise yourself with the Zoom meeting platform prior to the interview date.

### **During the Interviews:**

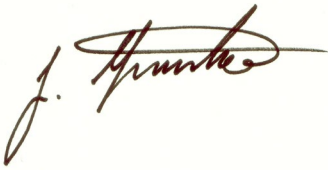
For security reasons, parents must log in to Zoom using **their child's DoE login and password** to be admitted into the meeting. You **will not** be admitted into the interview if you do not use your child's DoE login. It is recommended that your child is present at the meeting.

Parent/Teacher Zoom meeting URLs will be available on the School website (under 'Latest News') and on the Sentral Parent Portal by Thursday 27<sup>th</sup> August, 2020. Parents are to click on the Zoom Link at the booked interview time and wait to be admitted.

If you encounter technical difficulties at the time of the meeting, contact the teacher the next day to organise a phone interview.

If you are unable to attend a Zoom meeting but would like an appointment with your child's Year Advisor, please contact the school to arrange a suitable alternate time for a phone interview at a later date.

**All requests for interviews should be finalised prior to the night so that staff have sufficient time to organise for the interview. You will not be admitted into a Zoom meeting unless you have made a booking on Sentral Parent Portal with the teacher.**

A handwritten signature in dark ink, appearing to read 'G. Sparke', with a stylized flourish at the end.

Mr G Sparke  
Principal  
19 Aug 2020