



Launching Place Primary School

CARTER STREET, LAUNCHING PLACE 3139

'Getting To Know You' Interviews - February 20th 2019

Dear Parents/Guardians,

A parent/ guardian sharing relevant background information such as family circumstances, medical or health information can be invaluable to a teacher in catering for children with particular needs. At Launching Place PS we understand the sensitivity of such information, yet believe that a teacher can better cater for the individual needs of each child when they know all relevant information about a child in their care. Parents are encouraged to share with their child's teacher any background information they believe relevant to their child, which may influence their learning and/or wellbeing.

Please be assured that any information provided will be treated sensitively and with the utmost confidentiality.

To facilitate this exchange of important information, a **'Getting to Know You'** information sheet is attached to this letter. Parents are invited to note any information relating to their child's learning or well-being on the form and **return it to school in a sealed envelope by Friday 15th February.**

In the situation where such information is better conveyed personally, **'Getting to Know You Interviews' will be available on Wednesday 20th February 2019.** Please indicate your request for a **10 minute interview** and preferred time on the attached form.

Please complete the attached sheet, **(even if you do not require an interview at this stage)**, and return this to your child's teacher by **Friday 15th February.**

Thank You,

Narelle Messerle
Principal



Launching Place Primary School

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Confidential Background Information 2019

Child's Name: _____

Grade: _____

Person completing form: _____

Relationship to student: _____

Please indicate siblings at Launching Place PS:

Name..... Grade.....

Name..... Grade.....

Name..... Grade.....

Name..... Grade.....

1. Please detail any academic strengths/concerns you believe your child demonstrates. E.g. Maths, English, Science.	Parent Comment:
2. Do you have any concerns regarding your child's social or personal development?	Parent Comment:
3. Do you wish to comment on any of your child's characteristics and how they relate to others at school? i.e. friends, personality, abilities.	Parent Comment:
4. Please list any other relevant information. Parent Comment:	

Please tick one of the following statements.

Yes ☐ I would like to attend an interview.

No ☐ At this stage, I do not require an interview with my child's class teacher.

Please place the numbers 1-4 in the boxes below to indicate your preferred timeslot (if requesting an interview)

Wednesday 20th Feb	3.40-4.30 pm		4.30-6.00pm		6.30-7.00pm		7.00-8.00pm	
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- ☐ Parents will be notified of their interview time on Monday 18th February.

Parent's/Guardian's Name: _____ Signature: _____ Date: _____