



St Clare's College

23 April 2021

Years 11 and 12 Parent/Student/Teacher Meetings

Dear Parents/Carers,

We are writing to inform you that St Clare's College will be shortly taking bookings for the upcoming **Year 11 and 12 Parent/Student/Teacher meetings**.

The meetings will take place on **Tuesday 11 May 2021 between 2.00-7.00pm online via ZOOM**. During this time your daughters' teachers will be available to discuss their progress thus far and develop goals and strategies to further enhance their academic success. Students are required to attend interviews with their parents/ carer in their full school uniform.

Your daughter will need to log on at the scheduled time, booked via the Compass Parent portal, to their teacher's Zoom link which can be located via their [MyZOOM timetable](#). They will then be redirected into the teachers waiting room. The teacher will proceed to accept the student into their Zoom meeting and will conduct the interview online. Each interview slot has been allocated 10 minutes to ensure enough time is given for logging on and virtually moving between interviews. We ask that you please keep to these times to ensure the successful flow of this event.

Please note that students will be dismissed at 1.20pm on this day to ensure they can get home in time for their interviews.

Bookings on the Compass parent portal will **open at 9.00am on Monday 26 April 2021 and close at 3.00pm on Monday 10 May 2021**.

Bookings can be made by logging into the Compass Parent Portal **via a desktop/laptop browser**. Please note that bookings unfortunately can't be made via the mobile app. You will need to log on via a laptop/desktop computer. A message will appear and the relevant prompts should be followed.

Should you experience any difficulties logging into the portal please do not hesitate to contact Mr Ben Johnson at the College for assistance.

Thank you for your continued support and cooperation.

Yours sincerely

Ms Courtney McNally
Administration Coordinator

Mr Chris Maoudis
Deputy Principal