



Will take place on **Thursday, March 3rd, starting at 2:00-4:30pm and 5:30-7:30pm**. Due to COVID restrictions our Parent-Teacher Conferences (Parent-Teacher meetings) on March 3<sup>rd</sup> will not be taking place in-person but will occur virtually. Below is some information that will help you book appointments for the Parent/Teacher Conference at Burnaby Central Secondary School.

### Please note the following:

- All bookings will be done online.
- Interviews will be 10 minutes in length. It may not be possible for you to meet with every teacher. Please choose in order of preference the teacher(s) you wish to see.
- Most teachers are available for interviews; however, unavoidable absences might occur, or availability may be restricted.
- **March 3<sup>rd</sup> : Students will be dismissed at 11:51am**
- **March 4<sup>th</sup> : Students will be dismissed at 2:00pm (early dismissal)**

### Instructions for online scheduling:

- You can start scheduling appointments at **9:00 am on February 18**. The website will be **closed** for bookings on **Feb24th at 3:00 pm**. Please book early as time slots will fill up quickly.
- You may log on to the website ahead of time to set up your account.
- You will need to remember login credentials when signing in, to be able to conference virtually with the teacher.
- The website address is: <http://www.parentinterviews.com/burnaby-central-secondary>
- Click the **Create New Account** button – Please see attached “Parent Guide” for instructions.
- Enter your name, email address, phone number, and choose a password.
- Click **Continue**
- Should you need assistance making appointments for the online conferences please contact the office at 604-296-6850



The bell schedules for March 3<sup>rd</sup> & 4<sup>th</sup> are [here](#)

**To Change/Reset your Password and Schedule your appointments, please see the attached [“Parent Guide”](#).**

If you have any questions, please contact Sherry Steinhauser at [sherry.steinhauser@burnabyschools.ca](mailto:sherry.steinhauser@burnabyschools.ca) or 604-296-6850.

Thank you.