



ROTORUA  
GIRLS  
HIGH SCHOOL

Principal  
Mrs Sarah Davis

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5<sup>th</sup> March 2019

Dear Parents / Caregivers

### **Academic Planning Day #1 – Friday 15<sup>th</sup> March 2019**

We invite you to attend the Academic Planning Day #1 Interviews on Friday, 15<sup>th</sup> March 2019.

Year 9 and Year 10 students will meet in their Kahui Ako classrooms.

Year 11 students will meet in the Library.

Year 12 and Year 13 students will meet in D Block.

Appointments can be made online by going to [www.schoolinterviews.co.nz](http://www.schoolinterviews.co.nz) . Our School Event Code is: **gvkna**. Please turn over for instructions.

If you are unable to book via the website please phone our School Receptionist, Rosemary Juergens, to make your booking. Please make sure when you phone that you have your daughter's Kāhui/Whānau Teacher's name and time available that you would like which will assist Rosemary to make your booking.

We have allowed 15 minutes for each appointment. You are welcome to make a further appointment at another time if you wish. As all staff will be involved in the Academic Planning Interviews, it is expected that your daughter will attend the interview time with you in correct school uniform.

This appointment will be reviewing how your daughter has achieved to date on her goals and an opportunity to discuss what further support is required to ensure she is able to gain the results that are available to her.

If you have any questions please feel welcome to contact us.

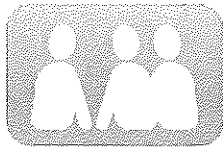
Yours sincerely

Raewyn Krammer  
Deputy Principal

Sarah Davis  
Principal

*“Crafting Future Leaders”*

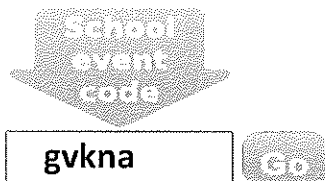
Go to: [www.schoolinterviews.co.nz](http://www.schoolinterviews.co.nz)



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## Book School Interviews Online

Parents...

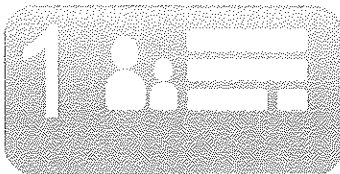


Now you can book school interviews for the times that suit *you*. Simply enter the event code **gvkna** and press "Go".

You will be guided through three simple steps, and a few moments later you will get an email confirming your interviews.

Booking interviews is as easy as 1 - 2 - 3:

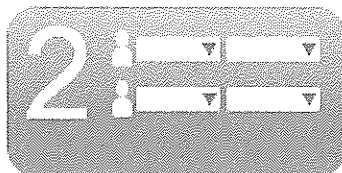
### Enter your details



Enter your details

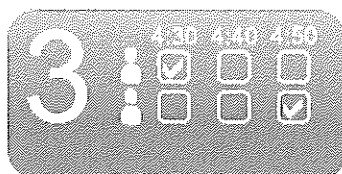
1. Enter your "Full Name"
2. Enter your "Email Address"
3. Enter your daughters legal name (as per School Report)
4. Click "Go"

### Choose Kāhui Ako/Whānau Teacher



Choose Kāhui/Whānau Teacher

1. Under Kāhui Ako/Whānau Class click the white box and select your daughter's Class then under Teacher click on the white box and select the teacher name
2. Click "Go"



Choose times

Then you'll see a timetable showing when your chosen teacher is available.

1. Simply click on the time that suits you then Click "GO"

When you have finished, your interview timetable will be emailed to you. And if something comes up, you can return to the site and change your interviews whenever you want.