

March 13, 2020

Dear Pine Street Families,

Out of an abundance of caution we have decided to alter the format of our upcoming Parent/Student/Teacher conferences scheduled from 4 p.m. to 7 p.m. on March 18 and 19. The school will **not** be open to families during the evening on March 18 and 19. Instead, teachers will be contacting families via telephone at the scheduled conference time that you signed up for on the School Interview website (www.schoolinterviews.ca).

We ask families to respect the ten minute interview time slot to assist staff in staying as close to the scheduled times as possible. To ensure that you have an opportunity to speak with your child's teacher we ask that you are flexible and allow some additional time around your scheduled interview time. Should you require more than ten minutes please make arrangements with your child's teacher for an alternate time to speak about your child's progress.

Our Book Fair will only be open during select times during the school day. A schedule will be posted on our website (www.pinestreet.ca).

To best prepare for this alternative format, we ask that you fill out the bottom of this letter and return it to your child's teacher as soon as possible.

If you have questions please do not hesitate to contact your child's teacher or myself.

Thank you in advance for your patience and understanding.

Sincerely,

Shelby Hines, M.Ed.
Acting Principal

(cut on dotted line & return the bottom portion to your child's teacher)

Student's name: _____

Parent's/Caregiver's name/s: _____

The phone number you wish to be reached at to conduct your child's Parent/Student/Teacher conference: _____