

## PICNIC POINT HIGH SCHOOL

#### YOUR COMMUNITY SCHOOL PROMOTING EXCELLENCE

Principal - Sharon Byron

61 Kennedy Street
Picnic Point NSW 2213
PO Box 78 Panania NSW 2213
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www.picnicpt-h.schools.nsw.edu.au
cricos code: 073980K

29 June 2022

# PICNIC POINT HIGH SCHOOL Parent / Teacher Interviews Year 7, 8, 9 and 10

Dear Parents/Carers

A Parent/Teacher evening for the parents of Year 7, 8, 9 and Year 10 is organised for Thursday 21 July commencing at 3pm and concluding at 7:00pm.

At Picnic Point High School we value the opportunity to meet with parents and discuss how we can best meet the individual learning needs of each child we teach.

Bookings are being made through the online Millennium School's 'Parent Portal'. All families should have a username and login details and should put pphs in the school box. If you do not have these details, please contact the school on 9772 1700 or by email (<a href="mailto:picnicpt-h.school@det.nsw.edu.au">picnicpt-h.school@det.nsw.edu.au</a>). The booking system allows for only one interview per student to be made with each teacher. If you require a second parent to meet with a teacher at a different time, please contact the school for assistance.

Millennium Student & Parent Portal
Username :  Password :  School : pphs  Login
Forgot your login details? Click here to have them sent to your school email.

If you are unable to use this system, please send your child to his/her respective teachers with the times you would like to make a booking. The teacher will then make a booking on your behalf.

To book the times that best suit your needs, please make your booking ASAP as there are limited spaces available. We encourage you to allow at least 5 minutes between interviews to give you time to locate the next teacher. Bookings will be available from 9am Thursday 30 June until 9am Thursday 21 July. **Please print off your booking sheet before this date**. Please find attached instructions on how to use the online booking system.

All parent teacher interviews will be conducted in the hall. Please contact the school if you have any questions or concerns regarding access.

We look forward to your attendance on the night.

Yours sincerely

Sharon Byron

Sharon Byron Principal



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#### Information for parents to book teacher interviews on Millennium

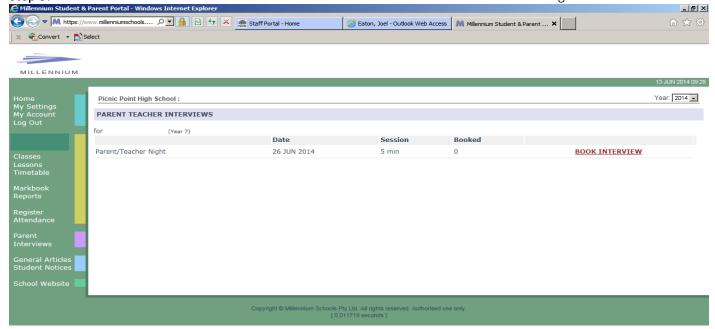
Step-by-step information to book teacher interviews on Millennium:

Step 1: Enter student/ parent portal at <a href="https://www.millenniumschools.net.au/portal/">https://www.millenniumschools.net.au/portal/</a> and login using details provided.

Step 2: Select 'Portal" icon on left hand side, then select Parent Interviews



Step 3: Select 'Book Interview' for student under relevant teacher and select available booking time





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**Step 4:** Select a time for each teacher. Please note you can only make one booking per teacher. Once you have selected your times you can log out and the process is complete!

