

*Dartmouth South Academy
111 Prince Arthur Ave
Dartmouth Nova Scotia, B2Y 0C5
902-464-2081
E-mail: dsa@hrsbc.ca*

Principal: Adrienne Blumenthal

Vice-Principal: Susan Aucoin

April 1, 2021

Dear Parent/Guardian:

As you are aware, we will be having parent teacher interviews on Thursday, April 8th from 1:00 to 6:00 PM. This is an opportunity for you to meet with your child's teacher to discuss their progress this year. Again this term, interviews will be held virtually rather than in person. We are still not able to have interviews times past 6:00 PM as all staff are required to be out of the building by that time.

We will once again be using our online booking system for parent teacher interviews. With this system, you will be able to log on at any time, see what times are available and book the time that is best for you. You will be able to book appointments to see multiple teachers as well as for more than one child.

You will be able to choose your preferred method of meeting, either virtually or by phone. If you select virtually, the teacher will add the link to the Zoom meeting to your interview time and you will receive an email with the link to the meeting. It will also be located with your interview times so if you have more than one appointment, you can log onto the parent interview website and click on each link at the appropriate time. If you choose phone call, the teacher will contact you at the scheduled time. Please note that DSA has a VOIP phone system therefore, there are not dedicated lines for each classroom phone. Teachers may experience a busy signal when calling due to all available lines being in use across HRCE. Due to this, HRCE has advised us that this is **not** a preferred method to communicate with parents/guardians as it will depend on the availability of a free line. Teachers may not be able to call at the assigned time and may need to try again later.

Attached please find the instructions that you will need to get started, log in to the website and book your appointments. Once you create your account and add your children, you will be able to use this same account for future parent teacher interviews. **If you used the system previously, please log in with your email address and retrieve your information.** If you forget your password, you can enter your email and it will be sent to you. You are able to book appointments using the system beginning now and up until April 8th. Thank you for your continued support.

Sincerely,

A. Blumenthal
Principal