 **Dubbo Public School**

**181 Darling Street**

**DUBBO NSW 2830**

Phone 6882 2399

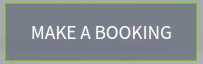
Email: dubbo-p.school@det.nsw.edu.au

Dear Parents

**Three Way Conference Bookings – Instructions**

Three way conferences will be held in Week 4 (13 August to 17 August). If you have any queries or concerns or require assistance with your booking, particularly those parents who do not have email or internet access, please telephone the school on 6882 2399. **Simply navigate to the site below and follow the steps to complete your booking online:**

Go to [www.schoolinterviews.com.au](http://www.schoolinterviews.com.au)

 enter the code **p6vz4**

 **Enter your details**

 **Select the teachers you wish to see**

 **Select the appointment times that suit your family best**

** When you click FINISH your selected bookings will be emailed to you immediately.**

If you not receive your email, please check your junk-mail, or enter the event code again and check your email address spelling. Update your details if email address is incorrect.

DO NOT DELETE the email you receive. Keep it somewhere safe. You may need to refer back to it later.

**REMEMBER TO ADD YOUR APPOINTMENTS TO YOUR CALENDAR - reminders will not be sent home.**

Bookings must be finalised by 10 August at 1.00pm

If you need to view, cancel, change or print your bookings:

* Click on the link in the confirmation email you received after you made your bookings
* OR return to [www.schoolinterviews.com.au](http://www.schoolinterviews.com.au) and enter the code and the email address you used when making your bookings.

Regards

Debbie Pritchard

Principal