



Parent-Teacher Conference and Report Card Information Semester 1 2024

Dear Parents and Guardians,

This semester, St. Brother Andre CHS will be holding **Parent-Teacher Interviews** on:

1. Thursday, November 14th from 5:30 - 8:30 pm **AND** Friday, November 15th from 8:30 - 9:50 am (PA Day)
2. You will be able to make appointments on November 7th at 6:00 pm until November 13th at 12 noon.

This semester, you will be able to schedule your Parent-Teacher Interviews **online**. If you wish to schedule a meeting with any of your child's teachers, please follow the instructions below.

INSTRUCTIONS:

1. Go to the St. Brother Andre scheduling website <https://parentinterview.com/s/sbachs>
2. Enter your child's **9-digit Ontario Education Number (OEN)** and click **"Sign In"**. You can find your child's Ontario Education Number on their report card.
3. Fill in your contact information and click **"Continue to Make Appointments"**.
4. Click on the name of a teacher with whom you wish to schedule an appointment.
5. Click on an **"Available"** time at which you wish to meet with that teacher.
6. Repeat Steps 4 and 5 until you have scheduled all the teachers you wish to see.
7. Click on **"My Schedule"** (top left of the page).
8. Print out, email or copy down your schedule.
9. Should you wish to cancel an appointment you have made, click on **"Cancel"** beside the meeting you wish to have removed from your schedule.

If you experience any difficulty using the service, please email support@parentinterview.com

REPORT CARD ACCESS BY PARENTS/STUDENTS:

1. Students/Parents can view report cards on the [Parent](#) and [Student Portal](#) on **Thursday November 7th, 2024 at 4:00 p.m.**
2. Hard copies of report cards will NOT be printed for student distribution.

We look forward to meeting you and your child(ren).

Sincerely,

SBA Administration