



## W.L. SEATON SECONDARY SCHOOL

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### **Reminder: Parent /Student /Teacher Fall Conferences**

- **Thursday, October 28, 2021 4:00 - 5:52pm; 6:28 – 8:00pm; 7-minute intervals**
- **Early dismissal Thursday and Friday, October 28 & 29. Busses will run 3 hours early.**

This is a reminder that parent-teacher conferences are being held on Thursday, October 28. Parents and guardians have a choice for either in-person or virtual meetings, and these meetings must be scheduled before 12:00pm on Thursday.

Please see the below requirements for in-person conferences at Seaton:

- Enter and exit the building through the front doors only.
- Sign in and out upon your entrance and exit.
- After signing-in, proceed directly to the classroom(s). If you need to wait outside the classroom, please follow physical distancing guidelines.
- Follow the District Communicable Disease Plan and the Health and Safety Guidelines:
  - Vaccines are the most effective way to reduce the risk of COVID-19. Everyone eligible is strongly encouraged to be fully vaccinated.
  - Visitors must complete a daily health check, sign in/out at the entrance and are not to enter the school if they are sick.
  - Visitors are required to wear masks indoors.
  - Visitor access will be limited to those areas required for the purpose of their visit.

If you cannot or choose not to follow the above guidelines, please select virtual meetings with your child's teachers.

To reserve an appointment using the online reservation system:

1. Go to the Seaton Parent-Teacher Interview page: <https://sd22.bc.ca/seaton/parent-teacher-interviews/>
2. Click 'Link for Interviews'
3. Create a New Account - even if you have used this program before!
4. Fill in the required information and click CONTINUE
5. Click 'Start Marking Appointments Now'
6. Add your child's name and click CONTINUE
7. Select the interview period you prefer, and then select a specific teacher from the list
8. Please note, you may choose either in-person or online meeting options depending on your availability and preferences.

For families selecting virtual conferences, teachers will send an email with the link to the Microsoft Teams meeting on Thursday afternoon. If you do not receive an email by 3:30pm on Thursday, please contact your child's teacher with a request to re-send the link to a specific email account.

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We look forward to welcoming you into our classrooms in whichever method you choose.