



# *Saint Edmund's Elementary School*

535 Mahon Avenue • North Vancouver • B C V7M 2R7 • Tel: (604) 988-7364 • Fax (604) 988-7350

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Nov. 3<sup>rd</sup> 2011

## **RE: Student-led Conferences**

Dear Parents,

With report time approaching, we are again planning our three way conferences (student, parent, and teacher). The Three Way Conference is crucial to parents and teachers in discussing student progress. These conferences are student-led, which means that your child must be present (with the exception of Kindergarten). In leading the conference, the student is encouraged to take ownership of their own learning.

In trying to best accommodate all parents, we will begin our conferences on **Thursday, November 24<sup>th</sup>, from 3:15 - 6:00 pm.** and continue on **Friday, November 25<sup>th</sup>, from 8:45 am - 3:15 pm.** Times outside this schedule may be arranged if both parent and teacher agree.

Please sign up for the time slots that are most convenient for you, indicating your 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> preference. The time allotted for each conference is fifteen minutes. **Please return this sheet to your child's teacher by November 15<sup>th</sup>.** When your child's report card is sent home on November 22<sup>nd</sup>, you will also find your conference time enclosed in the envelope. Students from **Grade 1 through Grade 7** must accompany the parent(s) to the conference on Thursday or Friday (please bring the report card with you).

To help us schedule you as close to your requested time as possible, please return your form by Tuesday, November 15<sup>th</sup>. Forms received after this date will be slotted in around the existing schedule.

**REMINDER: There is no school on Friday, November 25<sup>th</sup> due to conferences.**

Sincerely,

Mr. Field,  
Principal



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**Please indicate your 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> preference, and return to your child's teacher by November 15<sup>th</sup>.**

<b>Thurs. November 24<sup>th</sup></b>	<b>Friday, November 25<sup>th</sup></b>	
3:15 pm	8:45 am	11:45
3:30	9:00	12:00 pm
3:45	9:15	1:00
4:00	9:30	1:15
4:15	9:45	1:30
4:30	10:00	1:45
4:45	10:15	2:00
5:00	10:30	2:15
5:15	10:45	2:30
5:30	11:00	2:45
5:45	11:15	3:00
6:00	11:30	3:15

**Family Name:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Telephone #** \_\_\_\_\_

**Please list siblings by grade:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_