

**17 September 2021**

Dear Year 7-10 Parents and Carers,

We would like to invite you to attend our Student, Family and Teacher conferences.

This is an opportunity for you to celebrate and engage with your child's learning and receive feedback on their progress. You will have an opportunity to book in times and speak with your child and their teachers about what learning they have engaged with and discuss their goals for future learning.

**EVENT DETAILS:**

- **When:** Friday 8 October 2021 (Week 1 Term 4) between 9am – 10:00am and 11:00am – 3:00pm
- **Where:** Online or phone call. Families will be provided the options of a google meet or a phone call.

Please note: Translating and Interpreting services can be arranged with prior notice.

**HOW TO BOOK:**

Bookings can be made online prior to the day through our Student Online Booking (SOBS) system. Please note that all conferences must be pre-booked by Wednesday 6 October at 5:00pm. Each booking is ten minutes long, however, please allow a minute for staff to switch between meetings and formats. Please refer to the booking information on the next page for the steps to make a booking and bookings will not open to families until 3:00pm on Friday 17 September 2021.

We look forward to sharing your child's progress with you and celebrating their learning. If you have any questions, please contact your child's homeroom teacher, or contact the school on [info@harrison.act.edu.au](mailto:info@harrison.act.edu.au) or phone (02) 6142 2200.

Kind Regards,

Jacqui Ford  
7-10 Principal  
(02) 6142 2200  
[Jacqui.Ford@ed.act.edu.au](mailto:Jacqui.Ford@ed.act.edu.au)

## Booking Steps

To access the Student Online Booking System (SOBS) you will need to do the following:

1. Click on this link to open SOBS: <https://sobs.com.au/pt3/parent.php?schoolid=1485>
2. Type in your email address and enter your name and contact details
3. Enter your child's full name and select their year level from the drop-down menu
4. Click on the "Student-Family & Teacher Conferences Semester 2 2021" or Adjust Interviews button to book or change your interviews
5. Select all teachers you require interviews with by clicking on the timeslot you would like to request
6. Scroll and select available slots with each staff member. The white slots are available. Gray slots are unavailable. As you click a white timeslot it will turn blue. You will only be able to book once with each teacher, and only once in each time slot.

For a detailed guide for how to book, or if you need more assistance setting up your interviews you can access more information at this website: <https://sobs.com.au/docs/sobs-pt3-parents.pdf>