



## Report Card Update:

Report Cards will be issued on March 11<sup>th</sup> and we have been communicating and reporting student learning in a variety of formats this year. Please note the following formats for different divisions:

- \* Traditional report cards - Will be completed by: Divisions 1, 2, 3, 9 and 10
- \* Digital electronic portfolios (Freshgrade) - Will be completed by: Divisions 5, 6, 7, 8, 11 and 12 - please check your child's portfolio online
- \* Communicating Student Learning (CSL) Template - Will be completed by Division 4

## Early Dismissal:

There will be an **early dismissal on Wednesday, March 30<sup>th</sup> at 1:38 pm** for conferences which can be booked online. For information on how to book an appointment, please see instructions below or refer to instruction in report card envelope. If you are unable to meet with your child's teacher during an available time slot on March 30<sup>th</sup>, please contact your child's teacher directly to arrange an alternative time.



### School Appointments - Parent Instructions

1. Go to our school appointments website:  
<http://rayshepherd.schoolappointments.com/>
2. Register for an account by clicking the "**REGISTER**" menu tab and filling in the on-line form. Choose a user id and password for yourself and then click the "**Register Now**" button.
3. Add your children into the system by clicking the "**Add a Student**" button. Click "**Insert New**" button to add more children.
4. Click the "**date**" icon beside each child's name to schedule appointments. Select the staff you wish to book appointments with and the "**View Calendars**" button. Use the "**Ctrl**" or "**Command**" key to select multiple staff to view at the same time.
5. Click on available time slots to book your appointments and then click the "**Book Appointments**" button to save your bookings.



## Interviews for French Grades 4/5/6/7:

If your child is in division 1, 2, 3, 5, or 6 and you would like to book an appointment with Mrs. Hounsell regarding your child's progress in French, please email her at [hounsell\\_k@surreyschools.ca](mailto:hounsell_k@surreyschools.ca) to arrange an appointment.  
Merci!