

# **Booking a Parent Teacher Interview on Sentral Parent Portal**

## 1. Log in to the parent portal

To access parent teacher evening bookings, log in to the parent portal.

https://web3.kuringgai-h.schools.nsw.edu.au/portal/login

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Student and Parent Portal					
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### 2. Click session to make bookings

Click the 'parent-teacher interview session' in the yellow bar or select the session from the 'interviews' menu item.

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Parent teacher interview bookings are open. Click one of the sessions to make an appointment for <u>Year 12 Parent Teacher Evening</u> .	×
B Dashboard O Applications	
Welcome - Select the student you'd like to view below	Have you seen the latest school documents?
Welcome to the Ku-ring-gai High School Sentral Parent Portal. Each of your children that attend Ku-ring-gai High School will be shown below. Simply select which child you'd like to review by clicking on their photo. You can always toggle between each of your children by clicking on the student name located in the top right of your view.	To download the latest school documents, simply click on the Tinks below. Yr 11 Assessment Booklet 2019 Yr 10 Assessment Booklet 2019 To view all documents Click Here Student/Family Access Key Family/Student access key: Add Key For Inver RECEIVED A FAMILYSTIDDON' Access Key HICAN YSTIDDON' Access Key HICAN YSTIDDON' Access Key HICAN YSTIDDON'

#### 3. Select timeslot for each class

This page shows the student's subjects/class/teacher. For each teacher you want to meet, click the 'select timeslot' button.

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Parent Interview Bookings - Year :	12 Parent Teacher Evening				
Welcome to the Year 12 Parent Teacher Evening boo	okings screen.				
from here, you can easily book a date and a time to se	se a specific teacher for each of your children. This process	is quite straight forward. Simply follow the steps below to confirm your bookings.			
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## 4. Select interview time

- a) For each class, select an available timeslot.
- b) Once complete, ensure that you confirm appointments.
- c) Please note that there is a 10 minute time limit to confirm your bookings.

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