

Parents' Guide for Booking Conferences ~ Nov. 21 & 22, 2022

Browse to conestogachristian.meettheteacher.com

*Conference bookings are open now and will close at noon on Friday, November 18.
Any changes after that time must be made directly with the teacher.*

Conestoga Christian School

Meet the Teacher

Welcome to the Conestoga Christian School parent/teacher conference booking system.
Appointments can be amended via a link from the email confirmation - please ensure your email address is correct.

Your Details

Prefix First Name Last Name

Email Confirm Email

Student's Details

First Name Last Name Date of Birth

[Log In](#)

Step 1: Login

Please fill out all the details on the page. A confirmation of your appointments will be emailed to you, so use an email address that you check frequently.

Please use your child's name that matches our FACTS school system records (no abbreviations). If you are not sure which name to use, or if the name does not work, contact your child's homeroom teacher or Mr. Smoker – roland.smoker@conestogachristian.net.

Monday Conferences - 11/21/2022

IMPORTANT! In the "Add message for teacher" box, please let the teacher know if you want to meet virtually.

If you choose a virtual conference, the teacher will reach out with details. Appointments start every 20 minutes and are 15 minutes long. Please be prompt whether in person or online. A 5 minute break between conferences is built in for preparation and for in person parents to move between teachers.

Click a date to continue

Monday, November 21st

[Open for bookings](#)

[I'm unable to attend](#)

Tuesday Conferences - 11/22/2022

IMPORTANT! In the "Add message for teacher" box, please let the teacher know if you want to meet virtually.

If you choose a virtual conference, the teacher will reach out with details. Appointments start every 20 minutes and are 15 minutes long. Please be prompt whether in person or online. A 5 minute break between conferences is built in for preparation and for in person parents to move between teachers.

Click a date to continue

Tuesday, November 22nd

[Open for bookings](#)

[I'm unable to attend](#)

Step 2: Select the Date

Click on either Monday or Tuesday to select the conference day for which you want to make appointments.

Choose Teachers

Select the teachers you wish to see, then click below to continue.

[Select All](#)

Mrs. D Harkins
Homeroom

Mrs. M Palladino
ART

Mrs. M Palladino
MUSIC

Mrs. A Vittorio
Phys Ed

Mrs. A Vittorio
GR Computer

[Select All](#)

Mr. B Fuller
Bible: Church History

Mrs. E Garcia
Spanish 2

Mrs. E Groff
Ceramics 1

Mrs. E Groff
Painting 1

Mrs. S Herr
American Literature

[Add Another Child](#)

[Continue to Book Appointments](#) [Back](#)

Step 3: Choose Teachers

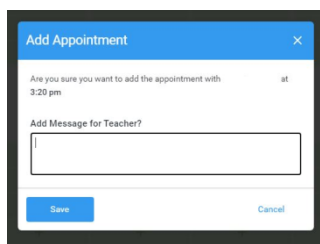
Your child's teachers will appear. Ensure the teachers you wish to see are selected in green and checked. If you do not wish to see a teacher, click on the box to remove the check. For secondary students, you may only want to meet with major subject teachers.

If you have another child to book for a conference, click the blue "Add another child" text, enter their details and then repeat this step.

Click on the "Continue to Book Appointments" button to proceed.

Step 4: Book Appointments

Click any of the green cells to make an appointment. Blue cells signify where you already have an appointment. Grey cells are unavailable.



IMPORTANT: If you would like a virtual conference, add a message for the teacher. The teacher will reach out to you with details on how you can meet.

To change an appointment, delete the original by hovering over the blue box and clicking *Delete*. Then choose an alternate time.

Once you're finished booking all appointments, at the top of the page in the blue alert box, press *click here* to finish the booking process.

	Mr J Brown SENCO (A2) Ben	Miss B Patel Class 10E (H3) Andrew	Mrs A Wheeler Class 11A (L1) Ben
16:30	Grey	Blue ✓	Grey
16:40	Grey	Grey	Grey
16:50	Green +	Grey	Green +
17:00	Green +	Grey	Green +

All Finished!
Your appointments have been saved and an email has been sent confirming your appointments.

Changed Your Mind?
To change an appointment click on the red cross beside your child's name for the relevant teacher. Be sure

What's Next?
[View/Print Appointments](#) [Send Feedback](#) [Logout](#)

Step 6: Finished

All your bookings now appear on the My Bookings page. An email confirmation has been sent and you can also print appointments by pressing *Print*. Click *Subscribe to Calendar* to add these and any future bookings to your calendar.

To change your appointments, click on *Amend Bookings*.

**Please make all bookings before NOON on Friday, November 18.
At that time, bookings will close.**

**If you need to change an appointment or cannot attend,
please contact the teacher directly, by phone or email
in advance of your appointment time.**

**All appointments, both in-person and virtual start at the given time
and last for 15 minutes, allowing a 5 minute preparation/passing time
before the next appointment.**

**It helps to print out your appointments and
bring the list with you to the conferences.**