

November 22, 2018

Dear Clearpoint Parents and Guardians:

Tomorrow you will be able to access your child's first term report on-line using Fusion. Reports will be available as of 3:00 p.m.

We will also be using Fusion to schedule parent-teacher interviews on Nov. 28 & 29. Please read the attached memo with important information on how to book parent - teacher meetings on-line using Fusion.

Please let us know if you have any questions, and have a great evening.

D. Estok



CLEARPOINT ELEMENTARY IB WORLD SCHOOL

17 Cedar Avenue, Pointe-Claire, QC H9S 4X9
Tel.: 514-798-0792 Fax: 514-695-3480
Internet: <http://clearpoint.lbpsb.qc.ca>



Thursday, November 22, 2018

To All Clearpoint Parents & Guardians:

Term 1 Reports will be available for you to view on the Fusion Parent Portal as of 3:00 p.m. tomorrow, Friday, November 23rd.

We will also be using Fusion for parents to book appointment times for parent-teacher interviews. Here are some important points to note regarding this process:

- The times available will be Wednesday, Nov. 28, from 3:00 – 5:00 p.m. and 6:00 – 8:30 p.m. AND Thursday, Nov. 29 from 8:00 a.m. – 12:00 p.m.
- You will be able to book times on Fusion as of 6:00 p.m., Friday, Nov. 23. The booking time will close as of 12:00 p.m. on Tuesday, Nov. 27. Appointments will not be able to be booked after the booking time closes.
- Appointments are booked on a first-come, first-served basis once the booking time opens tomorrow afternoon.**
- Parents of families with more than one child attending the school will be given priority and be able to start booking appointments as of 4:00 p.m. on Nov. 23.
- You will meet with both the English and French teacher at the same time, so only one appointment per child is necessary.
- You will have to book separate appointments for each child. We suggest that you leave an interval of at least 10 min. between meeting times for different children.
- You may book meetings with the specialist teachers as well as resource teachers on the same basis.
- Appointments will be at 10 minute intervals during the times noted above. We realize that 10 min. is a short period of time. Should you feel that a more lengthy discussion is warranted, please contact your child's teacher to arrange an alternative time to meet during teachers' availability.
- Even with the short interval time, teachers will not be able to meet the parents of all the children they teach over the two days of meeting times. Therefore, we respectfully request that if you have recently had a meeting with your child's teachers you allow other parents to have priority on Nov. 28 & 29.

We think that this method of booking on-line appointments to meet your child's teachers will work best for both parents and teachers. Your feedback regarding the process is most welcome. We look forward to seeing you here next week!

Sincerely,

D. Estok,
Principal