

 Minden State School values open, respectful communication with parents and community members.

With the business of school now-a-days, it is not always possible for staff to meet with you immediately. Completing this form will assist staff to prepare for a meaningful and productive meeting at a time which is mutually convenient for everyone involved.

Thank you for your continued support and cooperation in making Minden an even better school!

**Name:**

**Requesting an appointment with:**

**Have you spoken with a class teacher first? Yes No**

**What was the outcome of this discussion?**

**Briefly explain the reason for your request:**

**Convenient times and dates for our meeting:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
|  | **3:15** **Curriculum Meeting** | **8:00 Whole-Staff Meeting** | **3:15 Supportive School Environment Meeting**  |  |



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