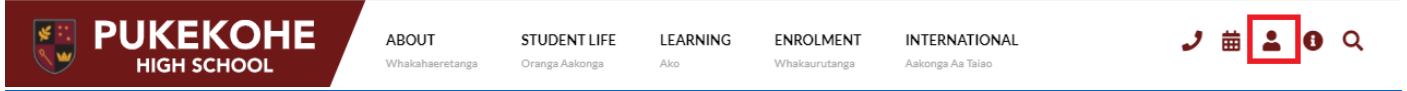


How to book a Parent Teacher Subject interview - Schoolpoint

Parent Teacher Interview Booking

Login to the KAMAR/parent portal from the Pukekohe High School website - <https://www.pukekohehigh.school.nz/>



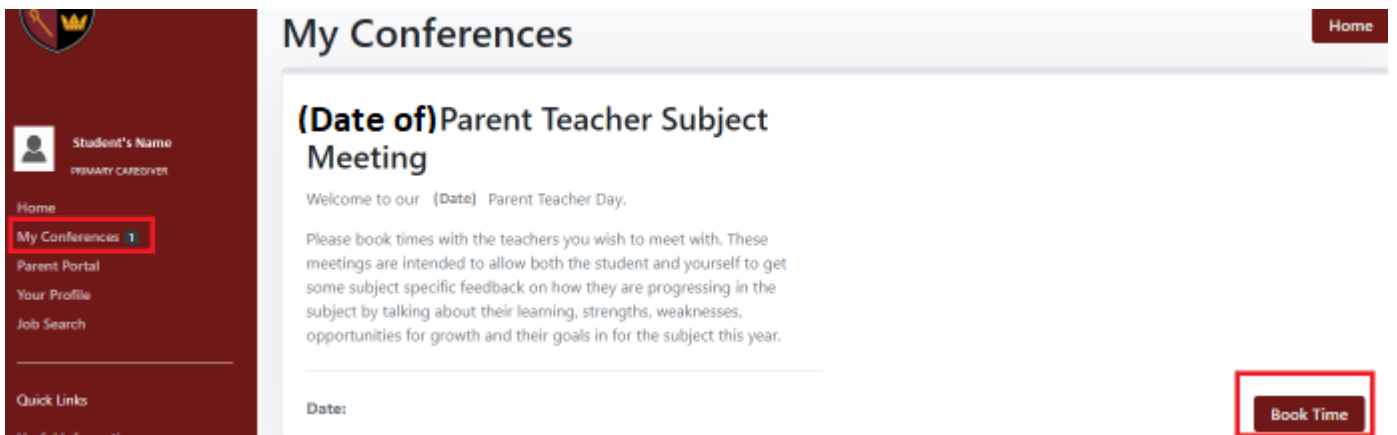
Login using your username and password for the Portal. Select “Conferences” from top bar -



Or you can go directly to SchoolPoint - <https://pukekohe.schoolpoint.co.nz/>

How to book your time:

You will be taken to Schoolpoint booking system, click on “My Conferences” on left hand menu, click the conference you want to book for and click “Book Time”



On the left will show the teachers and subjects for your student, select the time by clicking on the time slot, it is recommended that you leave a gap between bookings to allow time to get from one interview to the other.

Wednesday 9th June

	4:00 pm	4:10 pm	4:20 pm	4:30 pm	4:40 pm	4:50 pm	5:20 pm	5:30 pm	5:40 pm	5:50 pm	6:00 pm	6:10 pm	6:20 pm	6:30 pm	6:40 pm	6:50 pm
Classical Studies Teacher's Name	4:00 pm	4:10 pm	Booked	4:30 pm	4:40 pm	4:50 pm	5:20 pm	5:30 pm	5:40 pm	5:50 pm	6:00 pm	6:10 pm	6:20 pm	6:30 pm	6:40 pm	6:50 pm
Social Studies Teacher's Name	4:00 pm	4:10 pm	4:20 pm	4:30 pm	Booked	4:50 pm	5:20 pm	5:30 pm	5:40 pm	5:50 pm	6:00 pm	6:10 pm	6:20 pm	6:30 pm	6:40 pm	6:50 pm
English Teacher's Name	4:00 pm	4:10 pm	4:20 pm	4:30 pm	4:40 pm	4:50 pm	5:20 pm	5:30 pm	5:40 pm	5:50 pm	6:00 pm	6:10 pm	6:20 pm	6:30 pm	6:40 pm	6:50 pm
Health Teacher's Name	4:00 pm	4:10 pm	4:20 pm	4:30 pm	4:40 pm	4:50 pm	5:20 pm	5:30 pm	5:40 pm	5:50 pm	6:00 pm	6:10 pm	6:20 pm	6:30 pm	6:40 pm	6:50 pm
General Mathematics Teacher's Name	4:00 pm	4:10 pm	4:20 pm	4:30 pm	4:40 pm	4:50 pm	5:20 pm	5:30 pm	5:40 pm	5:50 pm	6:00 pm	6:10 pm	6:20 pm	6:30 pm	6:40 pm	6:50 pm
Earth Science Teacher's Name	4:00 pm	4:10 pm	4:20 pm	4:30 pm	4:40 pm	4:50 pm	5:20 pm	5:30 pm	5:40 pm	5:50 pm	6:00 pm	6:10 pm	6:20 pm	6:30 pm	6:40 pm	6:50 pm

To view/change or cancel your bookings:

Log into the Parent Portal and select Conferences again as above, click on "View Bookings" –

My Conferences Home

(Date of) Parent Teacher Subject Meeting Print

Welcome to our (Date) Parent Teacher Day.

Please book times with the teachers you wish to meet with. These meetings are intended to allow both the student and yourself to get some subject specific feedback on how they are progressing in the subject by talking about their learning, strengths, weaknesses, opportunities for growth and their goals in for the subject this year.

Your appointment times for Student's Name are:

Time & Date	Location	Booking Details	
4:20pm (Date) Save to your Calendar	Hall	NCEA Level 2 Classical Studies Teacher's Name [Code] Booked by Name (Caregiver)	View Booking Update Cancel
4:40pm (Date) Save to your Calendar	Hall	NCEA Level 2 Social Studies Teacher's Name [Code] Booked by Name (Caregiver)	View Booking Update Cancel

Note: You can edit your time by clicking on the "Cancel/Change Booking" button and reselecting your preferred time