



# BEDFORD SOUTH SCHOOL

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Mrs. Helen Healy – *Principal* Ms. Cindy Crewe – *Vice-Principal*

November 23, 2018

Dear Parents/Guardians,

On Thursday, December 6, 2018, there will be parent teacher meetings from 1:00 p.m. – 3:00 p.m. and 6:00 p.m. – 8:00 p.m. We have an online sign up process for these meetings. To make your appointment time, please go to our school website (<https://bsb.hrce.ca/>) then go to “**What’s New**”. From there you will find the **Optis** log in instructions. There is a tutorial available through **Optis** as well, should you experience any difficulty.

The on line sign up process will be open/active on Monday, November 26, 2018.

Many of you have communicated directly with teachers, either by phone e-mail or in person, and it may not be necessary to meet at this time. Those who cannot attend on the designated date may wish to schedule an alternate meeting by contacting your child’s teacher to meet either in person, or by phone to discuss your child’s or children’s progress. We would like to encourage you to contact your child’s teacher throughout the terms as necessary to support their learning.

If you wish to see a specialist teacher, you may do so on a drop-in basis. Locations will be available when you arrive at school.

If you do not have computer access to complete this process, please contact your child’s homeroom teacher to make arrangements to set up the appointment.

As you may be aware, Bedford South School has a SCENT AWARE environment. We appreciate your cooperation and consideration in ensuring you are free from scented products during your visit.

Thank you.

Helen Healy  
Principal

Cindy Crewe  
Vice-Principal