



Secondary School – Academic Office

Friday 10th, February 2017

Dear Secondary Parents,

On **Tuesday 14th, February 2017** you will have once again the opportunity to meet with your child's teachers in **Parent – Teacher – Student Conferences** from **13:00 to 18:00**. Please note that Secondary classes will finish at **12:15** (half-day) and there is **no lunch** provided for students on that day.

As always, we want to support you as much as possible, so this is the reason why, on the day of the Parent – Teacher – Student Conferences, we have prepared and invite you to attend three workshops, as applicable, on **MYP Assessment, Creative, Active Service Learning** and **Pathways to the Future: The Diploma/ Courses Programmes @ BISS**.

Consequently, the schedule for the day will be as follows:

12:15: End of classes for the day (afternoon buses will depart by **12:30** the latest)

13:00 – 15:00: Parent – Teacher – Student Conferences Session A (see attached map)

15:00 – 15:30: Workshop I/ **MYP Assessment**
with Mr. Dawid Bochen in the **Annex** (for parents and students of Grades 6 – 10)

15:30 – 16:00: Workshop II/ **Creative, Active Service Learning**
with Ms. Destyni Rivera in the **Annex** (for parents and students of Grades 6 - 11)

16:00 – 17:00: Workshop III/ **Pathways to the Future: The Diploma/ Courses Programmes @ BISS**
with Mr. Antony Geralis in the **Annex** (for parents and students of Grade 10)

16:00 – 18:00: Parent – Student – Teacher Conferences Session B (see attached map)

We are using an arena style system to speak with you about your child's learning. This will involve all Secondary School faculty being available in the **Crystal Courtyard** and the **Crystal Patio** to meet with you. Elementary teachers who teach some Secondary classes will be available at certain times during the afternoon. Please see the attached maps of where the teachers will be seated. **We encourage you to bring your child with you to be part of these important conversations.**

Please note that all conference times are **unscheduled**. Each teacher will be available to discuss your child's progress with you for a maximum of **ten minutes**. Thank you for limiting your conversation, so that all parents get the chance to meet and discuss with as many teachers as possible. **Especially Grade 10 parents need to meet as many teachers as possible during Session A, so that they can attend Workshop III in the Annex before they continue meeting with teachers during the remainder of Session B.** In the event that you need to speak with a teacher in more detail, an additional follow up meeting may be arranged through the Secondary School Academic Officer, Ms. Jeanne Xu (JXu@biss.com.cn).

If a teacher you wish to see is conferencing with another parent when you arrive, you may do one of the following:

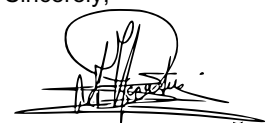
- wait in the specially arranged seating area in the centre of the venue (Crystal Courtyard), until the teacher becomes available;
- leave that teacher and go to another teacher who is free and return later or
- have coffee or tea and meet the teacher when they are free.

You may come to the Parent-Teacher-Student Conferences at any time according to the aforementioned schedule. If you have two or more children in Secondary School, please allow enough time to meet the teachers of each child. **Please note that there will be NO meetings with teachers during Workshops I and II.**

You are also respectfully reminded that this school year onwards official Report Cards will ONLY be distributed following the end of each Semester, in February and June. As such NO Progress Report Cards will be distributed at the end of Quarter 3 in April.

Finally, we are looking forward to meeting with you all on this very important day.

Sincerely,



Antony Geralis

Secondary School Principal