



River Valley School  
Sundre  
403-638-3939



Oct. 30, 2023

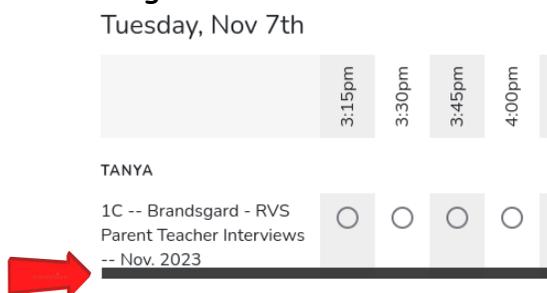
Good morning RVS families,

Teachers are looking forward to connecting with families in-person next week through Parent Teacher Interviews (Nov. 6 & 7). While report cards don't come out until early February, we find a check in at this point in the year is very effective in building relationships between families and the school, and sets students up for success both academically and on a social/emotional level.

Kindergarten and Grade 5 interviews will be set up directly through the teacher. For families with children in all other classes, we would ask you to book an interview through our school website. Mr. Sampson (physical education) and Mrs. Wilson (band/music) also have times available for interviews if you'd like to meet with them. If you require a format other than in-person (for example Google Meet or phone call), please contact the teacher directly to make those arrangements. To book your appointments, please follow the steps below:

1. Go to <https://www.rivervalleysundre.ca/>
2. Click the "Bookings" tab along the top row.
3. Click the "Register Now" button next to "Parent Teacher Interviews -- Nov. 2023".
4. Fill in all of the fields (parent name, parent phone number, parent email, student #1 name -- if you have more than one child at RVS, you can click the "Add Another Student" button and add their name as well). Continue doing so for all of your RVS children. Then click the "Next" button.
5. Under "Select Class", choose "RVS Parent Teacher Interviews -- Nov. 2023". This will be the same for all children.
6. Under "Select Teacher", choose your child's class/teacher. Then click the "Next" button. You will do this for each of your children.
7. Choose the day/time that works for you. If you see a dash (-), that means that time slot has already been taken. Please choose a different time that has a circle. Then click the "Submit" button.

**\*\* To see later times, hover the mouse over the black bar at the bottom of the day's schedule and then slide it to the right.**



8. Your booking is now complete! A confirmation email will be sent to you. From that email you can also view, change or cancel your booking.

**\*\*The booking system will remain open until 8:00 a.m. Monday, Nov. 6th.\*\***

We thank you for using the online booking system to make your appointments. If you have any questions, please call (403-638-3939) or email Karen Olson ([kolson@cesd73.ca](mailto:kolson@cesd73.ca)). We look forward to connecting with you next week!

With warm regards,

*Tanya Braybrook*  
Vice-Principal