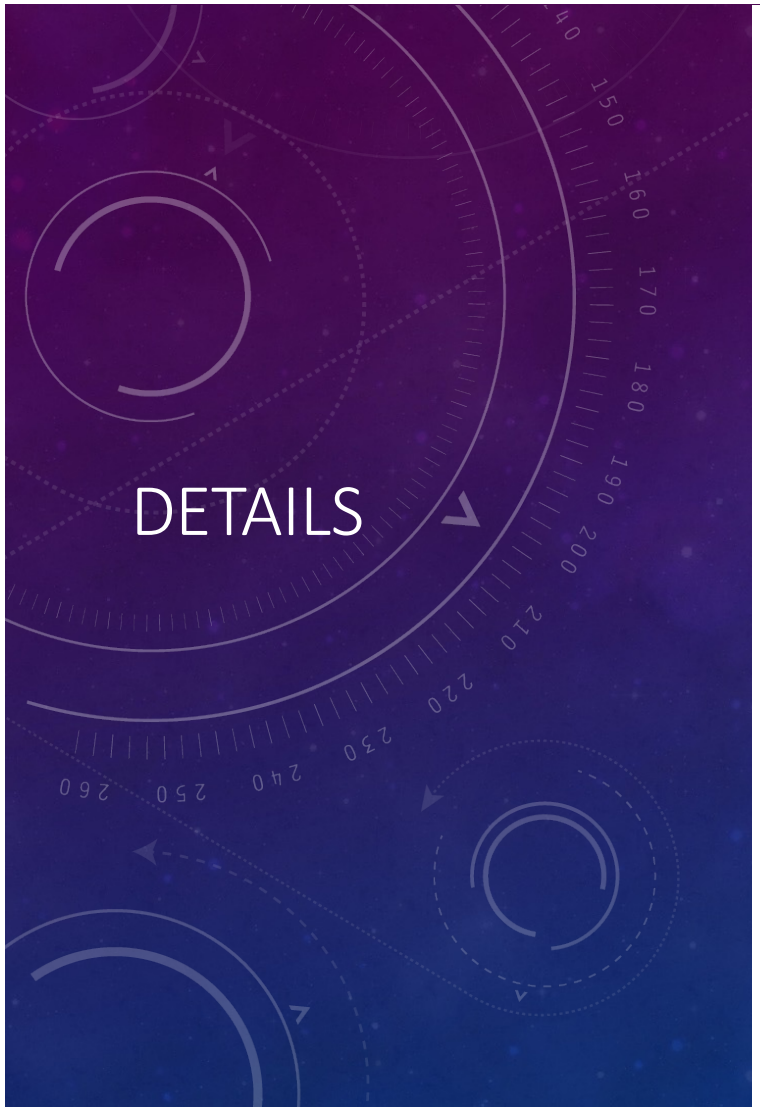
INSTRUCTIONS

# NOVEMBER 2026 PARENT-TEACHER CONFERENCES




Conference slots are 15 minutes

Parents should only book with a teacher for 1 time slot. If more time is needed, please connect with the teacher to schedule an appointment at a different time.

Parents will receive an email confirmation after booking appointment.

Reminder emails will be sent 1 day prior to the appointment.

Parents will receive an email reminder with a summary of booking.

Bookings will open on Friday November 13th and close on Tuesday, November 17th

# NOVEMBER 18TH AND 19TH PARENT TEACHER CONFERENCES



CONFERENCES ON NOVEMBER 18TH ARE AVAILABLE FROM 2-4PM IN PERSON



CONFERENCES ON NOVEMBER 19TH ARE AVAILABLE FROM 2-4PM AND 5-7PM IN PERSON

# NOVEMBER 18TH AND 19TH PARENT TEACHER CONFERENCES



Conferences are a fifteen minute duration.



In-person conferences will take place in the teacher's classroom. Please confirm the classroom number with your child.



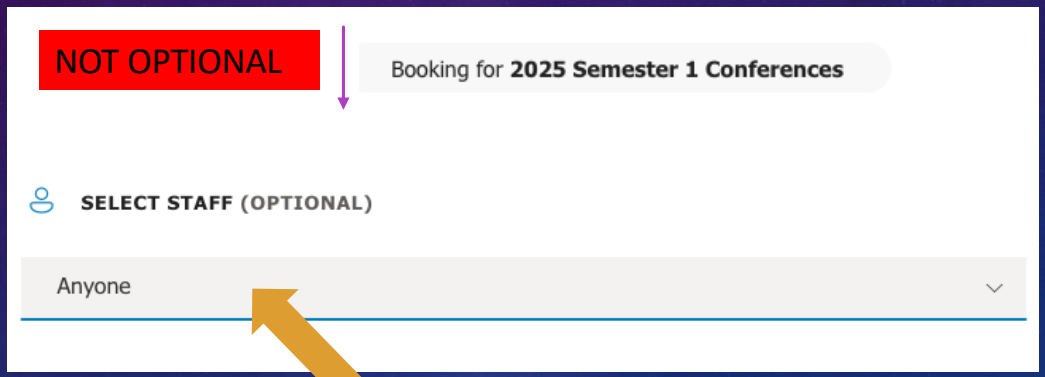
# HOW TO BOOK AN APPOINTMENT

1) Visit: Palmer 2026 Semester 1 Conferences

# HOW TO BOOK AN APPOINTMENT

2) Select a Teacher:

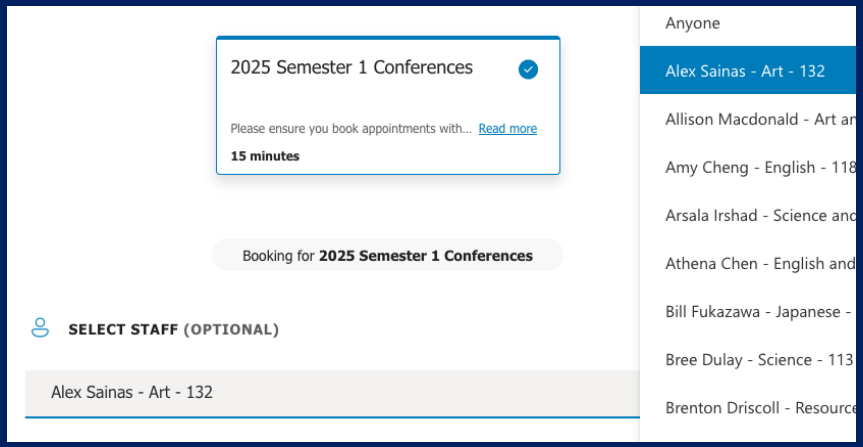
**IMPORTANT**




Use this drop-down to select the teacher.

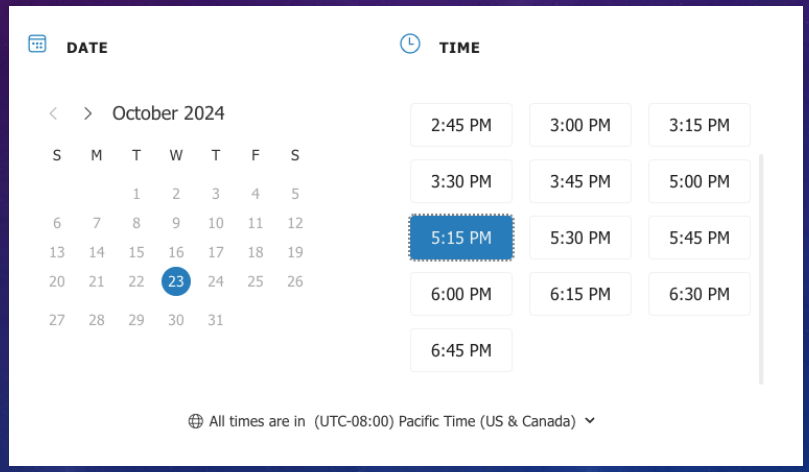
# HOW TO BOOK AN APPOINTMENT

3) Select Staff – select teacher who you would like to make an appointment with:



# HOW TO BOOK AN APPOINTMENT

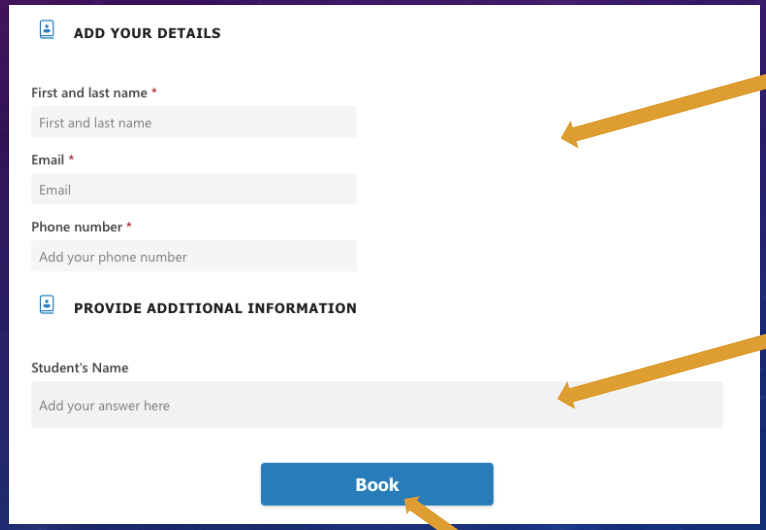
4) Select an available time slot:




Only times that are available will appear here. Select 1 time slot ONLY.

# HOW TO BOOK AN APPOINTMENT

5) Enter your contact information




Parent Contact Information

Enter your student's Usual Name

CLICK BOOK TO SUBMIT

# BOOKING COMPLETE




Click to Reschedule

Click to Cancel

Click to book another appointment

# BOOKING CONFIRMATION

- After booking your appointment, you will receive a confirmation email.

- Please note that appointment bookings will be closed on November 17, 2026, at 8am and no changes will be permitted after the closing time.

# SUPPORT

Please refer to this guide for support.

If you have any questions or concerns, please contact Palmer Secondary School at palmer@sd38.bc.ca or 604-668-6288.