



School District No. 44 (North Vancouver)
COVE CLIFF ELEMENTARY SCHOOL

1818 Banbury Road, North Vancouver, BC V7G 1W4
Phone: (604) 903-3420 • Fax: (604) 903-3421

Welcome to Cove Cliff's online booking system for November's Parent Teacher Interviews (PTI). All PTIs will be done virtually on MS Teams. Please follow the instructions below for booking a time with your child's teacher(s). Please contact the classroom teacher if the times listed do not work for you. If you have more than one child, you will need to book them one at a time. If the system does not work, please try a different browser or use a mobile phone. If you have any difficulties, please email covecliff@sd44.ca. Just a reminder that from Monday November 2 – Wednesday November 4th, we have a 2:00 dismissal.

1) Using the link sent to you, select your division (the box will turn blue).

2) Use the **drop down** menu to select the teacher you would like to meet and move the calendar to November 2020

3) Select the conference day (Nov 2-4) **AND** time that works for you.



< > November 2020

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Select staff (optional)
 Karly Macdonald

2:00 pm	2:15 pm	2:30 pm
2:45 pm	3:00 pm	3:15 pm
3:30 pm	3:45 pm	

All times are in (UTC-08:00) Pacific Time (US & Canada)

Add your details

Name _____
 Email _____
 Phone number _____

Please let us know if you have any special requests. Thank you.
 Notes (optional) _____

4) Scroll down and **fill in your details.**

Add your details

Name _____
 Email _____
 Phone number _____
 Address (optional) _____

Please let us know if you have any special requests. Thank you.
 Notes (optional) _____

Book

5) Please **add your child's name** in the "Special Requests" section and click **BOOK**.

3:55 pm 4:05 pm 4:15 pm

All times are in (UTC-08:00) Pacific Time (US & Canada)

Add your details

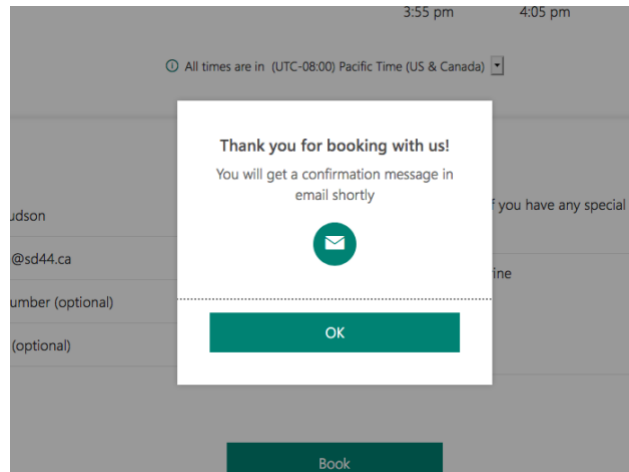
Cindy Hudson
 chudson@sd44.ca
 Phone number (optional) _____
 Address (optional) _____

Please let us know if you have any special requests. Thank you.
 My child is Katherine

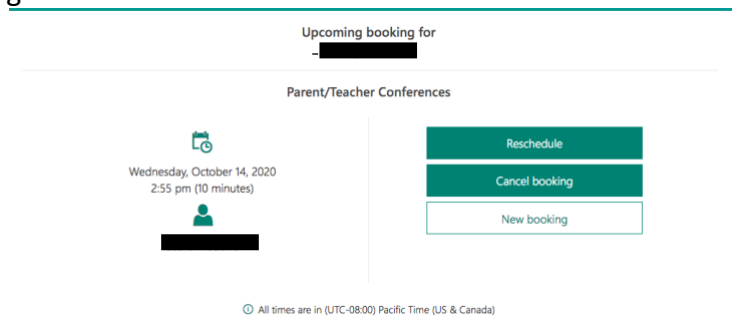
Book

6) The system will book you and send you an email invite to the virtual meeting

Confirmation



7) If you need to book another appointment for another child or with **another teacher please** select “New Booking”



8) You will receive a **Confirmation EMAIL for every booking you make**– Please keep this email for your appointment. The **Link to the meeting is embedded in the email.**