

# Parent-Teacher Interviews

Dear Parents,

Parent-Teacher interviews will be held for **Kindergarten to year 6** from **1:30pm to 6:30pm on Wednesday 11 September 2024**.

Interviews will be of a **10 minute duration**.

For these interviews we are introducing a new online booking system called Parent Teacher On-Line (PTO). It will save time for parents, staff and students!

Using this system, you will be able to book the interview times that suit you using any device with internet access. PTO also has its own free app for Apple and Android devices available to download.



Please access the system as follows:

- Access our school PTO website <https://bookings.parentteacheronline.com.au?school=GPS61> or download the PTO app from the app store and use this 5 digit code (**gps61**) to register.
- Then on the web **or** the app login screen click “Obtain PIN/Password” and enter your email address.



Login Obtain PIN

Email Address

Send Email

The email address you enter must match the address in your school's records.  
If you already have your PIN/password, click Login.


- Your PIN will be emailed to you.

  
**Your Access To PTO For Support Test School**  




If you need any help, please contact your school.  
**Please do not reply to this email.**  
Please keep your login details and this email secure.

These details only apply to the current event (for interviews scheduled to finish on 04 Jul 2024).


**Already have the PTO Mobile App or a desktop computer?**

 [Yes - Log me in](#)

**Need to download the PTO Mobile App?**


 

**Need your manual login details?**

Username: Brown  
PIN: 42812  
 School code: [cn14y](#)

Then just follow the on-screen instructions.

**Please note the following points:**

- When you log on, the system displays only your own child/children.  
*(If two parents/guardians wish to attend a single interview time slot, one parent/guardian should make the booking then both can attend)*
- You will only see time slots that are *available* at the time you are using the system. As time slots are booked for teachers, those time slots are no longer displayed as available. PTO prevents double-booking of teachers or parents/guardians.
- When you have made all the bookings you require, you can download or email a report of your bookings in time order for printing. *You can log in to view or change bookings any time up to 10:00am on the day of the booking. After that you need to contact the school to cancel, or change an booking.*
- If you see this symbol  displayed alongside the class name, it means this teacher recommends that you book an interview.
- Other parents may be making bookings at the same time that you are using the system. It is possible, though unlikely, that a time slot is displayed to you as available, but is then booked by another parent shortly afterwards. If you then attempt to book this time slot it will not be available and a message will be displayed to indicate this.
- If you encounter any problems using PTO please contact the school office by phone on 94969000, or by email to [grovelandsps@education.wa.edu.au](mailto:grovelandsps@education.wa.edu.au)
- 

**Yours sincerely,  
Mark Bradshaw**