



# Ancaster High School

PROUD SCHOOL OF HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

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June 15, 2020

Dear Parents, Guardians and Students of Ancaster High School,

## **Re: Appointment Scheduling for Student Belongings Collection**

Ancaster High has started organizing appointments for the retrieval of student belongings. This will be the last day that students will be able to access the building.

**Thursday, June 18 from 9 am to 3 pm**

To facilitate parents and students entering the building in a safe and orderly manner, you are required to schedule an appointment through our online scheduling website before coming to the school. If you do not need to enter the building before September 2020, you may decline to book an appointment. To schedule your appointment, please follow the instructions below.

### **Instructions**

1. Go to the Ancaster High School scheduling webpage at <https://ancaster.parentinterview.com>
2. Enter your Student Number or your child's Student Number and click "Sign In"  
The Student Number can be found on each progress report sent home by the school. If you do not have your child's student number, please call the school and leave a message in the general mailbox or use the "Contact" on our school website and someone will respond to your request.
3. Fill in your contact information and click "Continue to Make Appointments"
4. Select the Letter Range that applies to you or your student
5. Select a date and time at which you wish to visit the school

Should you wish to delete an appointment you have made, click on "Delete" beside the appointment you wish to have removed from your schedule.

Sincerely,

The Administration of Ancaster High School