

Parent-Teacher Conference Information

Dear Parents and Guardians of Orchard Park Secondary School,

We will be holding Parent-Teacher Interviews at the school on **Thursday, October 30th from 4:15 – 6:15 pm.** This semester, you will be able to schedule your Parent-Teacher Interviews online. If you wish to schedule a meeting with any of your child's teachers, please follow the instructions printed further down the page.

Semester 1 Preliminary Reports are scheduled to go home via email link on Monday October 20, 2025. You will be able to schedule appointments beginning October 21st at 9:00 am until October 29th at 11:00 pm.

Instructions

1. Prepare a list with the names of each teacher you would like to meet
2. Go to the Orchard Park scheduling website at <https://parentinterview.com/s/opss>
3. Enter your child's student number and click "Sign In"
4. Fill in your contact information and click "Continue to Make Appointments"
5. Click on the name of a teacher with whom you wish to schedule an appointment
6. Click on an "Available" time at which you wish to meet with that teacher
7. Repeat Steps 5 and 6 until you have scheduled all the teachers you wish to see
8. Click on "My Schedule" (top left of the page)
9. Print out, email or copy down your schedule

Should you wish to cancel an appointment you have made, click on "Cancel" beside the meeting you wish to have removed from your schedule.

If you experience any difficulty using the service, please email support@parentinterview.com or contact the Orchard Park Main Office at 905-662-3838.

We look forward to speaking with you.

Sincerely,

The Teachers and Administration of Orchard Park Secondary School