The school again this year will be using PTO to make all bookings for parent teacher interviews over Week 9 & 10. For those parents that have provided the school with an email address you will be able to obtain your password at any time from PTO direct.

1. Go to the following address and select the **obtain pin/password** link


Type in your email address that you provided to the school. If the correct email address is used you will get the following screen.

If you use the incorrect email you will see this screen – please check that you have typed in your email address correctly. If you still have no luck please email the school asking for your email address to be amended in PTO and I will advise you when this is complete.

nulkaba-p.school@det.nsw.edu.au
2. When you retrieve your pin go back to the PTO page
Enter your user name and pin then login.

3. Select make booking

The following screen will appear – all your children should be listed with dates and time that interviews are available.

4. Select your preferred time and then select make booking
Select OK

You can then book your other children’s interview time slots.
You can make changes or cancel bookings at any time.

If you are having trouble making a booking and are unable to make a booking on-line please call the office direct. They will be able to help you with any inquiry.

If you are unable to make the designated day, please contact your child’s teacher to make alternative arrangements.

Thank you