

Monday 7th September 2020

Dear Parents/Carers,

Learner Conferences for years 1 to 6

At Trinity Road we are keen to work in partnership with parents in order to ensure children are able to achieve their best. As the world is currently very different, we are planning to hold virtual Learner Conferences, using Zoom this term.

The meeting will be with your child's teacher at a time booked by you. At this meeting, you will have the opportunity to meet your child's teacher, ask any questions, make them aware of any concerns and set targets for the term ahead.

With this in mind, I would like to invite you to book a Learner Conference for Tuesday 15th September from 3.30-6pm or Wednesday 16th September from 4.30 – 6.30pm.

Learner conferences should be booked on Tucasi. If you are new to the school, or have forgotten your log in code, please see the reverse for your access details. A Zoom invitation will be sent to you prior to the meeting. You will need to follow the link within the email invitation, at the time you have booked. As this is the first time, we expect some technical issues and if this happens, your child's teacher will phone you at a different time. In order to facilitate this, please ensure the school has your most up to date email address and please make your booking by Friday 11th September at 3pm.

If you are struggling with using Tucasi, please contact the school office by email or phone, where our staff will help. Please do not come into the office for help as in previous terms.

Yours faithfully,

Mrs Nicola Morgan-Soane
Headteacher

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