

SBR/JB

9th March 2017

Dear Parent/Carer

Year 7 Parents' Evening – 3.30 – 6.30 pm, Thursday 18th May, 2017

You are invited to attend the Year 7 Parents' Evening on Thursday 18th May, during which time you will be able to discuss son/daughter's progress with his/her teachers.

Attendance at Parents' Evening is vitally important so please log on to Insight to book appointments with your son/daughter's teachers. Please find attached a help sheet which will assist you in logging on to Insight together with your personal log in details.

Please ensure you log on to Insight and book appointments as they are allocated on a first come first served basis.

We look forward to seeing you on 18th May.

Yours faithfully

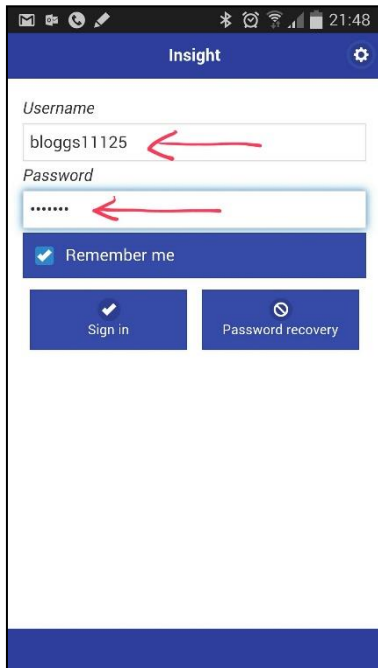
Miss Brennan
Year 7 Head of Learning

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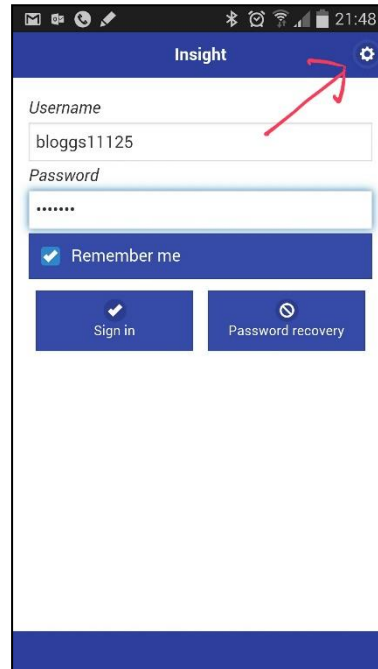
Insight Portal App Instructions

1. To find the app in the Google Play store or Apple Store, search for 'Tasc Insight'
2. Once downloaded and installed onto your device, run the app.

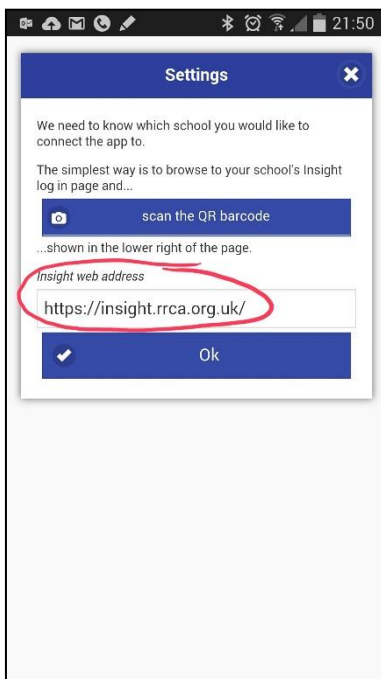
3. On the Log in page, enter your Insight Username s but do not sign in yet:



4. Tap on the settings cog:



5. Type in the Insight web address as follows: <https://insight.rca.org.uk> Then click OK.



6. Press the Sign In button

