



Dear Parent/Carer

As we move towards the end of term, I thought it would be an opportune time to write to you regarding the methods of communication we have started to embed at Ysgol Eirias.

We started utilising the TALAXY web-based application during the last academic year to facilitate parent's evenings and release provisional CDG and GCSE results to Year 11 to 13 learners during the Summer Term. We also started using the email function so we could communicate directly with you via other means, in addition to Group-call SMS messaging.

Teachers, pupils and yourselves have access to TALAXY and we have now put in place several modules that will allow you to follow your child's progress in school.

Attendance: Live updates of pupil registration in school as well as termly and yearly attendance analysis

Achievements/Behaviours: A record of incidents that occur in school

Correspondence (NEW): A list of all communications (email/SMS) that are sent to you from school.

Documents: Formal letters/ DCW updates and Annual Reports

Galleries: Pictures of sporting/extra-curricular activities that your son/daughter may be involved in.

Forms: If we need feedback on an event or future activities this will go in the forms section of TALAXY.

Parents' Evenings: Booking and taking part in Parents' Evenings

Timetable: Your child's timetable

Personal Details: A record of the contact details we hold to be able to make home contact should the need arise.

As TALAXY becomes the main method of communication we will be switching from MMS messaging via our current provider, Group-call, to TALAXY. You, as a parent, will not notice anything different. The SMS messages will come from "Eirias High" and if you are unsure if the message is genuine, a copy will be available in the correspondence section of TALAXY.

We will also be releasing the absence module shortly. This will allow you as a parent to inform our Attendance Officer of an absence (medical or otherwise) via the TALAXY home page. You can also upload appointment details or any other information pertinent to your child's absence. This will allow you as a parent to quickly notify us of first day absence and then we can follow up with you later as necessary.





We still have some parents who are not utilising TALAXY. We would urge you to register at your earliest convenience. You can view TALAXY on any device and details of registering and utilising TALAXY can be found on the following dedicated TALAXY page on our website where other useful information can be found: <https://eirias.co.uk/talaxy>.

We will continue to use the TALAXY exams module to release GCSE Results as in previous years alongside other traditional means if the local health-situation allows. As per government guidelines students will see their results first followed by parents. It is therefore imperative that you encourage your child to register for TALAXY (irrespective of year group). **The recent Year 11 mock exam results will be released to students at 5pm, Wednesday 8th December, via the TALAXY documents module and then on Thursday 9th December in Pastoral Lessons.** We have been doing numerous registration events in school with our Business & Communications, Maths and English Faculties supporting student registration and where we have 100% of students in some year-groups fully registered we would benefit from your support in checking and ensuring that your child can access TALAXY. They can see their timetable, attendance, and conduct. Information on student registration is also available on the school TALAXY website page.

As you know, we now work with Hwb the Welsh Government digital provider that enables all learners in Wales access to Office 365 products in school and at home free or charge. All students now have a Hwb email and password and the link to Hwb is within their TALAXY account for easy access. Hwb also allows all Microsoft Office Packages to be downloaded to a home device (laptop/desktop) to support home learning. This can provide a significant cost saving for families.

Finally, we have been working closely with Conwy Council to support pupils and families that may be digitally excluded. As part of our drive to ensure all students have access to school resources at home, and if you feel you may fit into this category, **please ring school on 01492 532025** where our admin team will take your details.

If you have any queries regarding TALAXY or feel your contact details are incorrect, or your child has forgotten their Hwb username or password, please contact the school via phone or email at: general@eirias.conwy.sch.uk.

Many Thanks



Andrew Davies

Assistant Headteacher

