



11 March, 2020

Dear Secondary Parents,

REMINDER: Upcoming Parent-Teacher-Student-Conference (PTSC) and Video Conferencing guide attachments

As you are aware the COVID-19 situation has impacted our day to day operations and we are following the guidelines of the Singapore Ministry of Education. As a result, Secondary will need to significantly modify our PTSC conferences scheduled for March 16-17. Our focus will primarily be on students with upcoming external assessments (Year 11 and Year 13).

We will modify conferences this semester by conducting a smaller-scale format via video conferencing.

Please only make a booking for a video conference on the basis of one of the following criteria:

- Your child is in Years 11 or 13
- A teacher has requested you make a booking
- You have contacted a teacher and they have agreed that a conference is necessary.

If you fit the above criteria, make a booking via our [Bukit Timah SchoolsBuddy portal](#). Booking slots are 20mins duration. Sign up is open from today 6 March until midnight on Thursday 12 March.

A video conferencing guide and links to each teacher's virtual room is included in this letter.

Teachers are currently working on reports, and report cards will be emailed out on March 6th, 2020.

Please note we have other student-related assessments (mostly MYP5) on campus during these days; information about these has been sent separately to those involved.

This plan is different from that at BT Primary and information will be shared separately related to how Primary is handling PTSCs on Friday the 6th March.

Sincerely,

Mark McCallum
Campus Principal
Head of Secondary

PTSC Video Conference Guide



Semester 2, 2019/20

Monday 16 March, 2020

Tuesday 17 March, 2020

After confirming your appointment times via email sent from [SchoolsBuddy](#), please find the teacher's virtual room linked on the next page.

Please note:

- We advise trying first with a computer but a mobile can work and might be a useful backup option - you can install from the [App store](#) / [Google Play](#).
- **Click the link next to the teacher's name to enter the room at the time of your appointment.**
- You do not need to install any software on your computer, however, you will need to allow your browser to access your camera and microphone.
- Knock to enter the teacher's virtual room. You will have to wait for the teacher to admit you entry, as they may be finishing another conference.

Teacher	Virtual Room Link	Teacher	Virtual Room Link
BALLGOBIN Kamlesh	https://whereby.com/mrballgobin_chatsworth	NEWBERRY Robert	https://whereby.com/mrnewberry_chatsworth
BEASLEY Jason	https://whereby.com/mr.beasley_chatsworth	SAXENA Harparsh	https://whereby.com/mssaxena_chatsworth
BEZZINA Shane	https://whereby.com/sbezzina	SCOTT Elizabeth	https://whereby.com/escott
BRASSINGTON Chris	https://whereby.com/mrbrassington_chatsworth	SERONG Michael	https://whereby.com/mrserong_chatsworth
CHANG Leonard	https://whereby.com/mrchang_chatsworth	SHELLY Fang	https://whereby.com/msshelly
COMPTON Karen	https://whereby.com/kcompton	SHELLY Timothy	https://whereby.com/mrshelly_chatsworth
COSTICH Daniel	whereby.com/mrcostich_chatsworth	SILVA Phavana	https://whereby.com/phavanasilva
DUNN Kelly	https://whereby.com/kdunn@chatsworth	SMYTH Daniel	https://whereby.com/mrsmyth_chatsworth
EADES Jake	http://whereby.com/mreades	STAPLE Laura	https://whereby.com/laurastaple
FISHER Shira	https://whereby.com/msfisher_chatsworth	STEWART Roy	https://whereby.com/mrstewart_chatsworth
GOSS Pamela	https://whereby.com/msgoss_chatsworth	TANSEY Joanne	https://whereby.com/mstansey_chatsworth
HOLDING Matthew	https://whereby.com/mrholding_chatsworth	THANGAVEL Thinagar	https://whereby.com/tthinagar
HUDSON Iain	https://whereby.com/mr.hudson	THOMAS Mark	https://whereby.com/mrthomas_chatsworth
JENSON Jennifer	https://whereby.com/ms.jenson	TUZZOLINO Henriette	https://whereby.com/madametuzzolino_chatsworth
JENSON Jason	whereby.com/jasonjenson_chatsworth	VALDEZ PEREZ Lucia	https://whereby.com/luciavaldez
LACHET Julia	https://whereby.com/jlachet_chatsworth	WADA Mamiko	https://whereby.com/mswada_chatsworth
LOUIS Elgin	https://whereby.com/mrlouis_chatsworth	WANG Xiao Yan	https://whereby.com/mdmwang_chatsworth
LUU Andy	https://whereby.com/aluu_chatsworth	ZAINAL Zack	https://whereby.com/mrzack_chatsworth
MELIS Abigail	Available in Quarter 4	ZENG Jenny	https://whereby.com/jzeng_chatsworth
NANWANI Sunil	https://whereby.com/mrnanwani_chatsworth.com.sg	COWIE George	https://whereby.com/mrcowie_chatsworth

For Staff: Please close all non-essential apps/browser Tab/StickyNotes/Keep when on video conference as a precaution to unintentional sharing of personal info.