



Learner Reflection & Goal Setting - Email to Parents Template

Instructions: Copy and paste the template below into the body of an email to your parent(s)/guardian(s). Then, fill in the blanks and insert appropriate text where the square brackets are. Then, copy the subject line and paste it into the subject line of email. CC: me, please! (ms.ignacio@stpats.bc.ca) Then, hit send!

Subject: My Learning Update – [subject / area of discipline]

Dear Mom and Dad,

I'm emailing to tell you about what I've been learning in _____. This term, we've been studying/learning about _____ (eg. poems, stories, specific titles, themes, etc.)

One thing I'm proud of is _____.

This shows my learning because _____.

In my digital portfolio, you can see this in my work called _____.

Here's the link to my portfolio, if you want to see some of the things I've completed or some things I'm working on: [insert link]

From Ms. Ignacio's feedback, I've learned that I am doing well at _____, and I need to keep working on _____.

My Goals Before the [December] Learning Update:

My goals are to:

- 1.
- 2.
- 3.

To reach these goals, I plan to _____.

Thank you for reading about my progress. I'll share more of my work with you through my portfolio before the Learning Update in December.

Love,
[Your Name]