

February 19, 2021

Dear New Trier Families,

We have been excited to see more students on campus during second semester. New Trier continues to look at ways it can safely offer more in-person learning and extracurricular opportunities for our students.

After analyzing our attendance patterns, we know that we can safely accommodate additional students at the Winnetka Campus. As a result, we are offering parents/guardians of sophomores, juniors, and seniors the opportunity to request that their students attend classes four days a week (Tuesday-Friday) **from March 2 through the remainder of third quarter, which ends March 26.**

If you would like to request the 4 day in-person option for your student during third quarter, please follow these instructions. **The deadline for submissions is Tuesday, February 23 in order to start 4-day attendance on March 2:**

1. Log into the [PowerSchool Parent Portal](#) (using your parent account; student credentials will not work)
2. Select "Forms" from the left-hand icons
3. Fill out the "Third Quarter Request for Additional In-Person Days" form and submit **by February 23**
4. If you do not see the forms, please follow the steps [on this document to clear your browser cache](#) and log back into PowerSchool.
5. If you are having trouble logging into PowerSchool or accessing forms, please email: [powerschoolsupport@nth.net](mailto:powerschoolsupport@nth.net)

The school will consider all requests against capacity limits, and we will inform families if we can grant their request by March 1.

Each classroom's in-person attendance varies daily, so there may be times when a classroom is at capacity, and students may be asked to move to an alternative space in the building to Zoom into their classroom. Prior to the fourth quarter, we will assess if space is available for students to continue these additional in-person learning days in the fourth quarter.

Thank you,

Denise Dubravec

Principal, Winnetka Campus