

## **ETFO Thames Valley Teacher Local Website – Personal Profile**

Updating your person profile on the Local's website helps the Local help you!

Having accurate contact information is essential – especially for new teachers. It ensures they receive important communications, invitations to New Teacher Orientation, and notifications about events, meetings and resources that can support them throughout the school year.

## **New Contract Teacher Profile Request for the Local's Website:**

1. Scan the QR-Code below, or visit www.etfothamesvalley.com



- 2. Click on 'login' (top right corner)
- 3. Click on link 'Contract Teacher Profile Request'
- 4. Fill out required fields
- Click on 'Submit'

## **Experienced Teachers - Updating your Personal Profile:**

1.Scan the QR-Code below, or visit www.etfothamesvalley.com



- 2. Login to the Secure Services section of the website (personal emails are required)
- 3. Click on your name (upper right corner) to review/update
- 4. Scroll to bottom and click 'Save'

## **THANK YOU!**