



光華學校

KONG HWA SCHOOL

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26 February 2016

Dear Parents/Guardians of _____

Meet-The-Parents Session 2016

Our school values a close partnership between parents and teachers. We constantly seek to build and improve this relationship. Close partnership between parents and teachers in moulding the character of pupils will bring about improved attitudes and behaviours towards learning and excelling in school. In this spirit, we are pleased to set aside Friday, **11 March 2016 from 8.00 a.m. to 4.00 p.m.**, for parent-teacher conferencing. All pupils from P1 to P6 classes will not be attending school on that day. It is not necessary for your child to attend the Meet-The-Parents Session.

The duration of the Meet-The-Parents Session allows you to meet with the Form/Co-Form teacher and/or the Chinese Language teacher. As the Chinese teacher is teaching 2 classes, you will be invited to meet with him/her as indicated in the table below:

	The Form / Co-Form teacher ()	The Chinese Language teacher ()
Invited	Yes	Yes / No
Venue	Room: (Level)	School Hall (Level 2) (Delete where applicable)

If you wish to gather feedback from the Chinese or other subject teachers, you may do so via emails or phone calls. We seek your understanding on this matter. For your information, the email addresses of the subject teachers can be found on the Kong Hwa School website: www.konghwa.moe.edu.sg

Please confirm your attendance and selection of a preferred time slot via the school's AsknLearn LMS portal. Selection of a preferred time slot is on a **first-come-first-served basis**. Kindly refer to the attached step-by-step guide.

On-line booking is available from **Friday, 26 February 2016, 8.00 p.m.** onwards. The closing date and time is **Sunday, 6 March 2016 midnight**. You may call our general office at 6342 1195 ext 577 and speak with our TAs should you encounter any technical issue with the on-line booking.

Thank you.

Yours faithfully,

Cheong Ye Ling (Mrs)
Principal



新加坡福建會館屬校
Singapore Hokkien Huay Kuan Affiliated School

Acknowledgement Slip

Meet-The-Parents Session (11 March 2016)

I, _____, parent of _____ of Class

_____ acknowledge receipt of the above letter.

Parent's/Guardian's signature

Contact No

Date