



## PUNGGOL GREEN PRIMARY SCHOOL

*Every PGPS Student, A Future-Ready Leader*

*Engaging Learners, Nurturing Leaders, Empowering Givers*

98, Punggol Walk, Singapore (828772)

<http://www.punggolgreenpri.moe.edu.sg>

Ref: PGPS/17/10/04

25 October 2017

Dear Parents/Guardians,

### End of Term Important Dates

As we approach the end of Term 4, please take note of the following dates:

DATE	EVENT	DETAILS
8 November	Results Processing Day	School closed for results processing
9 November & 10 November	Term 4 Parent-Teacher-Child Conference	No lessons See information below
17 November	5th Annual Awards Ceremony	Students do not need to attend school on that day unless they are award recipients and/or concert performers for the 5th Annual Awards Ceremony. A separate letter will be issued to your child/ward should he/she be required to attend the Awards Ceremony.
18 November – 1 January	December School Holidays	
2 January 2018 (Tuesday)	First day of school 2018	

### Parent-Teacher-Child Conference Session 4

As we approach the end of Term 4, we would like to invite you to the last Parent-Teacher-Child Conference in 2017. This is an opportunity for us to review your child/ward's academic progress and holistic development. During the student-led session, you will get to hear from your child/ward what he/she has achieved for the year. The details of the session are outlined below.

**Time** : 7.30 a.m. to 4.30 p.m.

**Venue** : Form Class Rooms, LSP and LSM Classrooms, Multi-Purpose Hall (For Mother Tongue Teachers)

Each child will be given an approximate twenty-minute time slot to present his/her learning. Kindly indicate your choice for the time slots in the Parents Portal on our Learning Management System. **Please note that two separate time slots have to be booked if you are meeting both the Form and Mother Tongue Teachers.** The procedures are attached for your reference. The slots will be filled on a first-come, first-served basis. Please book the time slot(s) by **Monday, 6 November 2017**. We seek your kind understanding in being punctual and keeping to the allocated time for the conferences. If you do not have access to computer/ internet access, you may come to school and make use of our computer/ internet facilities during school hours (7.30 a.m.-1.40 p.m.).

Please take note that there will be **no lessons** for the students on **both 9 and 10 November** as they are required to come together with you for the Parent-Teacher-Child Conference in their **school uniform**. As per our usual practice, please park at the nearby public carparks if you are driving. We look forward to meeting you during the Parent-Teacher-Child Conference!

Yours sincerely,

  
Mrs Seah Lay Tin  
Principal





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**End of Term Dates**

I, \_\_\_\_\_ parent / guardian of \_\_\_\_\_  
of Primary \_\_\_\_ have read and noted the contents of the circular (PGPS/17/10/04) dated 25 October 2017.

- I **will be** attending the Parent-Teacher-Child Conference Session 4 and have booked/will book my appointment slot(s) online.
- I **will not be** attending the Parent-Teacher-Child Conference Session 4.

**Signature of parent/guardian:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Contact Number :** \_\_\_\_\_