



光華學校
KONG HWA SCHOOL
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29 September 2017

Dear Parents / Guardians,

2018 PRIMARY ONE – INFORMATION FOR PARENTS

We are pleased to inform you that your child has been successful in securing a place for Primary One in our school. Please note the following dates and administrative matters that you need to complete before the end of the year.



Purpose	Date	Time
1. Submission of forms 2. Completion of Pupil Data Form 3. Purchase of books / uniforms and school bus services 4. Produce <u>originals</u> of documents for parents who registered online through the Primary One Internet System (P1-IS) in Phase 2C.	20 Oct 2017 (Fri), 23 Oct 2017 (Mon)	9.00am – 12.30pm
		1.30pm – 3.00pm
	24 Oct 2017 (Tue)	9.00am – 1.00pm
1. P1 Orientation Day	10 Nov 2017 (Fri)	3.00pm – 5.00pm

(A) FORMS, DOCUMENTS SUBMISSION & PUPIL DATA FORM (PDF) COMPLETION

We have attached the following forms for your completion:

1. Booklist Order Form
2. School Uniform Order Form
3. Student Care Application Form (Deadline 3 Nov 2017)
4. Transport Order Form
5. Interbank GIRO Form (If you are using a thumbprint for your bank account, please get the **verification stamp from the bank**).
6. Edusave Standing Order Form (Singapore Citizen pupils are strongly encouraged to opt for using Edusave to pay 2nd-tier miscellaneous fees and local enrichment programmes charges)

You are required to hand in the duly **completed form(s)** to the school general office on any of the three days mentioned above (20 Oct – 24 Oct). On the day of submission, you will be issued **Pupil Data Form (PDF) for completion personally** in the school.

During the three days of documents submission, school bus transport will be available on (20 Oct), bookshop and uniform vendors will be available on (20, 23 – 24 Oct) for you to secure their services / purchase the books and uniforms.

Please note there **will NOT** be any sale of textbooks and uniforms during the Orientation Day.

(B) VERIFICATION OF DOCUMENTS FOR INTERNET REGISTRANTS IN PHASE 2C

Parents who registered online through the Primary One Internet System (P1-IS) will have to produce the originals of each required document to the schools on any of the three days mentioned above (20, 23 – 24 Oct).

Citizenship	Original Documents Required
Singapore Citizens	<ol style="list-style-type: none">1. The child's Birth Certificate2. The child's Singapore Citizenship Certificate for those who are not Singapore Citizens at the time of birth3. Singapore NRIC of both parents or Entry / Re-entry Permits of parents if they do not possess Singapore NRIC4. The child's Immunisation Certificates

(C) 2018 PRIMARY ONE ORIENTATION DAY

We are also pleased to inform you that there will be an Orientation Day for Primary One pupils and parents/guardians on:

Date : 10 November 2017 (Friday)
Time : 3.00pm to 5.00pm
Venue : Kong Hwa School
350 Guillemard Road
Singapore 399772

Please bring your child and report to the school's canteen, after which, you will be directed to the School Hall for a briefing by the Principal/Vice Principal and key personnel. You are requested to be seated in the School Hall by 3.00 pm.

If you are driving, please make use of the HDB car park outside our school premises.

Your child will need to bring along a box of colour pencils for class activities. He/She must wear the coloured name tag enclosed for easy identification on the Orientation Day and when school starts.

We look forward to meeting you.

Thank you.

Yours faithfully,



Mrs Cheong Ye Ling
Principal