

**ISLAMIC PRIMARY SCHOOL**  
**NOTICE**  
**Parents' Day**

E/IC/SC/18/95  
15<sup>th</sup> January, 2019

Dear Parents,

Parents' Day will be held on **1<sup>st</sup> February, 2019(Friday)**. Parent's Day provides parents, pupils and teachers an opportunity to communicate with one another. First term academic reports will be issued on that day. There will be no classes and pupils should either *do revision at home* **OR** *accompany parents to meet their class teacher* according to times assigned below. ***Pupils should wear their school uniform.***

| Class No. | Appointment Time | See the '✓' |
|-----------|------------------|-------------|
| 1-5       | 8:30-9:00        |             |
| 6-10      | 9:00-9:30        |             |
| 11-15     | 9:30-10:00       |             |
| 16-21     | 10:00-10:30      |             |
| 22-27     | 10:30-11:15      |             |

Yours sincerely,



\_\_\_\_\_  
Ng Sui Lan  
Headmistress

Remarks:

- (1) Pictures and samples of pupils' school work and projects will be displayed on the ground floor. **Book stalls will be set up for parents and students to visit.** In addition, *the English room, located on 5<sup>th</sup> floor (Rm.507), will be open for parents to visit.*
- (2) To facilitate management and avoid over-crowding, please attend the appointment punctually. **Each meeting will be approximately 5 to 10 minutes.**
- (3) Academic reports must be signed by parents and returned to class teachers by 13<sup>th</sup> February, 2019. Academic reports will be issued on 13<sup>th</sup> February 2019 to those parents who have not attended Parents' Day.

**Reply Slip**  
**Parents' Day**

(E/IC/SC/18/95)

Dear Headmistress,

- I **will** attend the Parents' Day held on **1<sup>st</sup> February, 2019(Friday)**.
- I **will not** attend the Parents' Day held on **1<sup>st</sup> February, 2019(Friday)**. I would like to talk to the class teacher on \_\_\_\_\_(date) \_\_\_\_\_(time) at my mobile no. \_\_\_\_\_.

Parent's signature: \_\_\_\_\_

Student's name: \_\_\_\_\_ Class: \_\_\_\_\_

Date: \_\_\_\_\_

\* Please tick the appropriate box.