



培景小学

PUNGGOL VIEW PRIMARY SCHOOL

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Our Ref: PGVP/053/2016

15 Feb 2016

Dear Parents

2016 Term 1 Parent-Teacher Conferencing (PTC)

We have almost come to the end of Term 1 and our students are in the midst of completing their assessments and common tests.

We would like to invite you to meet up with your child's Form and/or selected Subject Teacher(s) to report and discuss his/her school experiences and academic performance, and to collect the progress report and portfolio on

Day/Date: Thursday 10 March 2016 or Friday 11 March 2016
Time: 8.00 am to 2.00 pm (Primary 1 & 2)
8:00 am to 3:00 pm (Primary 3 & 4)

Each family will be allocated 20 minutes for the PTC. Your child will be involved in the conferencing to share his/her learning with you. Your child should be dressed in his/her school uniform or PE attire even though there are no lessons on that day. Please note that there will be no lessons for the two days on Thursday 10 Mar and Friday 11 Mar 2016.

You can make a booking for a 20-minute slot to see the Form Teacher/ Co-Form Teacher and/or Mother Tongue Language teacher (10-minute slot) at the following website: https://www.mconline.sg/LEAD/login/lms_login.aspx. Booking instructions slides can be found in Annex A.

Please take note of the following:

- Book your preferred slot to see the teachers via the website link above. The bookings of the slots are based on a first-come-first-served basis.
- Online booking will begin on Monday 22 Feb 2016, 9 am. Please do complete your bookings by Monday 29 Feb 2016, 11.59 pm.
- For parents who have no access to the internet, please approach the Form Teacher or Co-Form Teacher by Tuesday 23 Feb 2016 to help you with the booking.
We seek your understanding that you may not get your preferred time slot and may need to make adjustments to your schedule.
- We would like to advise parents to be punctual for the session and end the session on time.

Please note that we have allocated 11.20 am to 12.00 pm as the lunch break for the teachers, and we seek your kind understanding to avoid coming to see the teachers during this time slot. We would like to take this opportunity to thank you for your support and cooperation. We look forward to your participation at PTC.

Regards,

Mr Chua Chye Hock
Vice Principal

Our Mission
Touching Lives, Inspiring Future



Our Vision
Confident Learners, Active Citizens