

Miscellaneous Notice 087 – IKTMC Information Day student helpers

29th November, 2023

Dear Parents / Guardians,

We are pleased to inform you that your child/ward _____ () has been selected as one of the student helpers for the IKTMC Information Day to be held on 16th and 20th December, 2023.

Students may have to stay behind on 15th December, 2023 (Friday afternoon) and 19th December, 2023 (Tuesday afternoon) for the preparation. After they have performed their duties satisfactorily, their service hours will be recorded in their OLE portfolio.

Your child/ward is required to come to school on the following date/dates:

- 15/12/2023 (Afternoon)
 16/12/2023
 19/12/2023 (Afternoon)
 20/12/2023

Details of the activity are as follows:

Date:	15 th December, 2023 (Friday afternoon)	16 th December, 2023 (Saturday)	19 th December, 2023 (Tuesday afternoon)	20 th December, 2023 (Wednesday)
Place of Assembly:	1:20 p.m. at IKTMC	8:15 a.m. at IKTMC	1:20 p.m. at IKTMC	8:15 a.m. at IKTMC
Dismissal:	4:45 p.m. at IKTMC	4:35 p.m. at IKTMC	4:45 p.m. at IKTMC	4:45 p.m. at IKTMC
Lunch:	Lunch coupons will be provided by the school on 16 th December, 2023 (only for full day helpers).			

Please complete the following reply slip and return it to the teacher in charge on or before 9th December, 2023. No transportation will be provided for the said activity.

Yours faithfully,

Zareenah S. Y. Ho
Principal

✂

Reply Slip

Miscellaneous Notice 087 – IKTMC Information Day Student Helpers

I acknowledge receipt of the Miscellaneous Notice 087 and *allow / do not allow my child to be the student helper on the IKTMC Information Day (# 15/12 (Afternoon), 16/12, (# 19/12 (Afternoon) 20/12)

Signature of Parent / Guardian: _____

Name of Parent / Guardian: _____

Date: _____ Mobile Number: _____

Name of Student:	Class:	Class No:
Student Mobile Number:		
Student helper of Mr./Ms. _____ () (Teacher in charge)		

* Please delete the inappropriate one.

Please put a tick in the box provided.