

Miscellaneous Notice 073 – IKTMC Information Day student helpers

5<sup>th</sup> November 2024

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 6<sup>th</sup> and 7<sup>th</sup> December, 2024.

Students may have to stay behind on 5<sup>th</sup> December 2024 (Thursday 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:

- 5/12/2024 (Afternoon)
- 6/12/2024 (to be confirmed)
- 7/12/2024

Details of the activity are as follows:

Date:	5 <sup>th</sup> December 2024 (Thursday afternoon)	6 <sup>th</sup> December 2024 (Friday)	7 <sup>th</sup> December 2024 (Saturday)
Place of Assembly:	1:20 p.m. at IKTMC	8:00 a.m. at IKTMC	9:00 a.m. at IKTMC
Dismissal:	5:00 p.m. at IKTMC (subject to teacher's dismissal)	12:30 or 4:30 p.m. at IKTMC (to be confirmed)	4:30 p.m. at IKTMC
Lunch:	Lunch coupons will be provided by the school on 6 <sup>th</sup> (to be confirmed) and 7 <sup>th</sup> December 2024 (only for full day helpers).		

Please complete the following reply slip and return it to the teacher in charge on or before 4<sup>th</sup> December 2024. No transportation will be provided for the said activity.

Yours faithfully,

Zareenah S. Y. Ho  
Principal

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**Reply Slip**

**Miscellaneous Notice 073 – IKTMC Information Day Student Helpers**

I acknowledge receipt of the Miscellaneous Notice 073 and \*allow / do not allow my child to be the student helper on the IKTMC Information Day (#  5/12 (Afternoon),  6/12,  7/12)

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.