



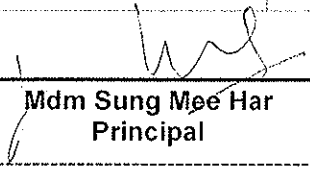
Date: 15<sup>th</sup> Feb 2016

To: Parent /Guardian of \_\_\_\_\_ of Sec \_\_\_\_\_

**NOTIFICATION TO PARENT / GUARDIAN**

This is to inform you that your child/ward will be required to attend the following activity:

|                                 |   |
|---------------------------------|---|
| <b>Name of activity</b>         | : West Area World Scout Day 2016 – Scout Standard Exploration 1 |
| <b>Objective(s)</b>             | : To engage Scouts in orienteering activities                   |
| <b>Venue</b>                    | : Singapore Polytechnic   |
| <b>Date(s)</b>                  | : 20 <sup>th</sup> Feb 2016 (Saturday)                          |
| <b>Reporting time/Place</b>     | : Singapore Polytechnic / 0900h                                 |
| <b>Dismissal time/Place</b>     | : Singapore Polytechnic / 1400h                                 |
| <b>Teacher-in-charge</b>        | : Ms Wong Ruting  |
| <b>Department/CCA Group</b>     | : SCOUTS  |
| <b>Target Students</b>          | : 10 selected scouts  |
| <b>Cost per student(if any)</b> | : As required (for meals and transport)                         |
| <b>Remarks(if any)</b>          | : For clarification, please contact the teacher at 6567 9655.   |

  
 Mdm Sung Mee Har  
 Principal

16/2/2016  
 Date

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To: **Principal, Hong Kah Secondary School**

Index No.

Activity: **West Area World Scout Day 2016 – Scout Standard Exploration 1**

Thank you for keeping me informed regarding the above activity. I will ensure that my child/ward,  
 \_\_\_\_\_ of Sec \_\_\_\_\_ attends the planned activity.

In case of emergency, please contact us at the following contact numbers:

|                                 |  |
|---------------------------------|--|
| Name of Father/Mother/Guardian* |  |
| Home Telephone No               |  |
| Handphone                       |  |
| Office                          |  |

\*delete where appropriate

\_\_\_\_\_  
 Signature of Parent / Guardian

\_\_\_\_\_  
 Date

