



Established since 1930

RULANG PRIMARY SCHOOL

Vision : Scholars Of Tomorrow

Mission : Nurturing Competencies, Inspiring Excellence, Empowering Individuals

REF: 124/18

10 May 2018

Dear Parents

2018 Parent-Teacher Conference

The Parent-Teacher Conference (PTC) will be held on **Wednesday, 23 May 2018** from 7.30 am to 4 pm. Parents will be using their child's ID number and Password to book for a one-to-one meeting via MConline to meet his/her teachers. Each slot is 10 minutes long. The window period for booking is from **8 am on 15 May 2018 to 8 pm on 18 May 2018**. It will be on a first come first served basis.

Please note that it will not be possible for you to meet all the subject teachers teaching your child due to time constraints. However, feedback from the subject teachers will be relayed to you through your child's form teacher. Instructions for booking a time slot with the teachers are attached in Annex A. Parents are advised not to select consecutive slots for the PTC if you have more than one child studying in the school. Please allow a 10-minute interval till your next booking so as to ensure quality time with the teachers.

This PTC is not compulsory as we believe that communications with the teachers can take place anytime via pupils' handbooks, emails or phone calls. Please note that the PTC will focus on the holistic development of the children and teachers will not be going over the SA1 papers. Report books and examination scripts will be returned to the pupils to bring home on 22 May 2018. Pupils are to return their report books and examination scripts to their form teachers when school re-opens in Term 3 on Monday, 25 June 2018.

Meeting with the teacher is **strictly by appointments only** (via booking of a time slot). We would appreciate it if all parents keep to the scheduled time. Should you need further clarifications, please do not hesitate to contact your child's form teacher or Ms Christina Foo, HOD/CCE & Discipline, at 96644257.

Thank you.

Yours faithfully
Mr Eugene Ong
Principal