



## NOTICE

Our Ref: SGS/SC/P/813

Date: 16<sup>th</sup> November, 2017

To: Parents & Guardians Concerned

Your attention is kindly drawn to the following end-of-year arrangements/activities:

### 1) Full-dress rehearsal

#### a. Year 6 & Year 11 Graduation Ceremony

Day/Date: **Tuesday, 21<sup>st</sup> November 2017**

Time: **7.00 am**

Venue: **Multi-purpose Hall, Fire & Rescue Dept., Old Airport, Berakas**

#### b. KG Graduation & Merit Awards Ceremony

Day/Date: **Tuesday, 21<sup>st</sup> November 2017**

Time: **8.30 am**

Venue: **Multi-purpose Hall, Fire & Rescue Dept., Old Airport, Berakas**

- Parents/Guardians concerned are requested to send and to pick their child/ward from the venue mentioned above.
- There will be **NO LESSONS** for all students on that day.

### 2) KG Graduation & Merit Awards Ceremony

Day/Date: **Wednesday, 22<sup>nd</sup> November 2017**

Time: **7.00 am**

Venue: **Multi-purpose Hall, Fire & Rescue Dept., Old Airport, Berakas**

- Parents/Guardians concerned are requested to send and to pick their child/ward from the venue mentioned above.
- There will be **NO LESSONS** for all students on that day.

### 3) Year 6 & Year 11 Graduation Ceremony

Day/Date: **Wednesday, 22<sup>nd</sup> November 2017**

Time: **6.00 pm**

Venue: **Multi-purpose Hall, Fire & Rescue Dept., Old Airport, Berakas**

- Parents/Guardians concerned are requested to send and to pick their child/ward from the venue mentioned above.

### 4) Special One-Day Holiday

Day/Date: **Thursday, 23<sup>rd</sup> November 2017**

**5) Distribution of Progress Reports (Year 1 – 5; Year 7; Year 9 – 10)**

Day/Date: **Saturday, 25<sup>th</sup> November 2017**

Time: **8.00 am to 11.30 am**

Venue: **Respective classrooms**

- Parents/Guardians concerned are invited to come and collect the Progress Reports from the relevant teachers.
- Parents/Guardians concerned have the opportunity to meet the relevant class/subject teachers of their child/ward.
- Kindly note that outstanding school fees (if any) should be settled before the Progress Reports can be released.

**6) Thursday, 30<sup>th</sup> November 2017**

- The school has been granted permission from Private Education Unit, Ministry of Education for one day off (*on the stated date*) for all the students.
- School working hours on that day is from **7.30 am to 1.00 pm**.

**7) Office hours during School Term Holidays:**

**Monday – Friday**

**8.00 am – 12.00 noon**

**8) School will re-open for the academic year 2018 (Year 1 – Year 11) on Tuesday, 2<sup>nd</sup> January 2018.**

**9) School will re-open for the academic year 2018 (KG 1 – KG 3) on Saturday, 6<sup>th</sup> January 2018.**

Your kind attention and cooperation is very much appreciated.

*'Honour and Labour'*

**JANIDI JINGAN**  
Principal





## NOTIS

Ruj Kami: SGS/SC/P/813

Tarikh: 16hb November, 2017

Kepada: Ibu bapa & Penjaga Berkenaan

Dengan hormat sukacita menarik perhatian biskita terhadap urusan/aktiviti hujung tahun seperti berikut:

### 1) Raptai penuh

#### a. Majlis Graduasi / Tamat Pengajian Pelajar Tahun 6 & Tahun 11

Hari/Tarikh: Selasa, 21hb November 2017

Masa: 7.00 pagi

Tempat: Dewan Serbaguna, Jabatan Bomba & Penyelamat, Lapangan Terbang Lama, Berakas

#### b. Acara Tamat Sekolah Murid Tadika & Penyampaian Anugerah Pelajar Cemerlang

Hari/Tarikh: Selasa, 21hb November 2017

Masa: 8.30 pagi

Tempat: Dewan Serbaguna, Jabatan Bomba & Penyelamat, Lapangan Terbang Lama, Berakas

- Ibu bapa/Penjaga berkenaan dikehendaki menghantar dan mengambil pulang anak-anak biskita dari tempat tersebut.
- Sila ambil maklum bahawa **CUTI KHAS** bagi semua pelajar pada hari tersebut.

### 2) Acara Tamat Sekolah Murid Tadika & Penyampaian Anugerah Pelajar Cemerlang

Hari/Tarikh: Selasa, 22hb November 2016

Masa: 7.00 pagi

Tempat: Dewan Serbaguna, Jabatan Bomba & Penyelamat, Lapangan Terbang Lama, Berakas

- Ibu bapa/Penjaga berkenaan dikehendaki menghantar dan mengambil pulang anak-anak biskita dari tempat tersebut.
- Sila ambil maklum bahawa **CUTI KHAS** bagi semua pelajar pada hari tersebut.

### 3) Majlis Graduasi / Tamat Pengajian Pelajar Tahun 6 & Tahun 11

Hari/Tarikh: Rabu, 22hb November 2017

Masa: 6.00 malam

Tempat: Dewan Serbaguna, Jabatan Bomba & Penyelamat, Lapangan Terbang Lama, Berakas

- Ibu bapa/Penjaga berkenaan dikehendaki menghantar dan mengambil pulang anak-anak biskita dari tempat tersebut.

**4) Cuti Khas Sehari**

Hari/Tarikh: **Khamis, 23hb November 2017**

**5) Pembahagian Buku Laporan Kemajuan Penuntut (Tahun 1 – 5; Tahun 7; Tahun 9 – 10)**

Hari/Tarikh: **Sabtu, 25hb November 2017**

Masa: **8.00 pagi hingga 11.30 pagi**

Tempat: **Kelas masing-masing**

- Ibu bapa/Penjaga berkenaan dipersilakan datang untuk mengambil laporan anak biskita dari guru-guru yang berkenaan.
- Ibu bapa/Penjaga berkenaan berpeluang untuk berjumpa guru kelas/subjek anak-anak biskita.
- Sila ambil maklum bahawa yuran sekolah yang tertunggak (jika ada) hendaklah dijelaskan sebelum buku laporan dikeluarkan.

**6) Khamis, 30hb November 2017**

- Sekolah kami telah diberikan kebenaran dari Bahagian Pendidikan Swasta, Kementerian Pendidikan untuk semua pelajar bercuti sehari (*pada hari tersebut*).
- Jam bekerja bagi sekolah pada hari tersebut adalah dari **7.30 pagi hingga 1.00 petang**.

**7) Waktu pejabat pada cuti penggal persekolahan:**

**Hari Isnin – Hari Jumaat**

**8.00 pagi – 12.00 tengahari**

**8) Sekolah akan dibuka semula bagi penggal persekolahan 2018 (Tahun 1 – Tahun 11) pada Hari Selasa, 2hb Januari 2018.**

**9) Sekolah akan dibuka semula bagi penggal persekolahan 2018 (Tadika 1 – Tadika 3) pada Hari Sabtu, 6hb Januari 2018.**

Perhatian dan kerjasama abiskita sangat-sangat dihargai.

*'Ilmu Pemangkin Kejayaan'*

**JANIDI JINGAN**  
Pengetua

