



# WOODGROVE PRIMARY SCHOOL

2 Woodlands Drive 14 Singapore 738079

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Email : woodgrove\_ps@moe.edu.sg

Website : <http://www.woodgrovepri.moe.edu.sg>

ADM/733/2017

3 Nov 2017

PARENTS OF XXXX

ADDRESS

Dear Parents/ Guardian,

## ORIENTATION FOR ADMISSION TO PRIMARY ONE IN 2018

Thank you for registering your child in Woodgrove Primary School. We look forward to welcoming your child to our school's Orientation Day on **Friday, 17 November 2017**.

Your child, \_\_\_\_\_, will be in Primary 1\_\_.

### Programme

Time	Programme	Venue
7.45am – 8.00am	Registration - Parents drop off their child at the Bus Bay, ground level - Parents proceed to School Hall - Parents collect orientation package	Ground level/ Bus Bay
8.00am – 8.30am	School Briefing for parents (Parents to be seated according to their child's class)	School Hall
8.00am – 9.30am	Orientation Activities (for child)	Various classrooms
8.30am – 9.00am	Parents proceed to the respective classrooms – Interaction time with Form Teachers	Various classrooms
9.00am – 9.30am	Parents remain in classroom to fill up forms	Various classrooms
9.30am – 10.00am	Parents pick up their child  Purchase of uniform  Purchase of text books / Collection of text books via online order  Booking of school bus transport	Various classrooms  TBA (refer to signage)  TBA (refer to signage)  TBA (refer to signage)

## Administrative Matters

<b>Administrative Matters</b>	<b>Things to Bring on Orientation Day</b>	<b>Enquiries</b>
GIRO application for payment of school fees	Bank Book / Bank Account Number	General Office Tel: 68943371

## School Vendors

Purchase of School Textbooks  Purchase of School Uniform	<p><b>Colour Holdings Pte Ltd</b> Tel: 62699017</p> <p>The Primary 1 Booklist will be available on the school website from 6 November 2017.</p> <p>Online order will be available from 6 November 2017. For more information, please log onto this website <a href="http://www.gotobookshop.com/">http://www.gotobookshop.com/</a> Parents are encouraged to make online orders to prevent long queuing time. Home delivery service is available for online purchases.</p> <p><b>NB: The sale of school textbooks and uniform will commence only after 9.15 am on P1 Orientation Day.</b></p> <p>P1 Walk-In Purchase is available on the following dates :</p> <ul style="list-style-type: none"><li>◆ 20.11.2017 (Mon)</li><li>◆ 23.11.2017 (Thu)</li><li>◆ 27.11.2017 (Mon)</li><li>◆ 29.11.2017 (Wed)</li><li>◆ 1.12.2017 (Fri)</li><li>◆ 11.12.2017 (Mon)</li><li>◆ 18.12.2017 – 20.12.2017</li><li>◆ 28.12.2017 (Thu)</li><li>◆ 29.12.2017 (Fri)</li></ul>
Booking of school bus transportation	<p><b>Aik Shen Bus Service</b> Mrs Irene Yeo (person in-charge) – HP: 96409551 Mr Yeo Kah Hua – HP: 96327095</p> <p><b>NB: The booking of school bus transportation will commence only after 9.15 am on P1 Orientation Day.</b></p>

We seek your cooperation to park your vehicle at the nearby HDB carpark.

If you are unable to attend the P1 Orientation, please inform us via telephone or email. For enquiries, please contact the General Office at Tel: 68943371 or email us at [woodgrove\\_ps@moe.edu.sg](mailto:woodgrove_ps@moe.edu.sg).

Thank you.

Ms Josephine Ng  
Principal