

Communication Update

10 January 2007

Dear Parents/Guardians,

New Late-Coming System for Students

To inculcate a habit of punctuality in our students, the Students Council Prefectorial Team would like to introduce a new late-coming system on 15 January 2007. It is a common practice in mainstream schools to have a late-coming system.

Details are as follow:

- Students who arrive during or after the singing of the National Anthem at 7.50 am are considered late for school
- The Students Councillors and Parent Volunteers on duty will take down the late comers' names
- Students who have been late for **3 times within a term** will be issued a warning letter. The school may call for a meeting with parents if the student has been issued with more than 3 warning letters.

We seek your support for the following:

- Ensure that your child arrive in Pathlight before the bell rings at 7.50 am. A good time to arrive is between 7.30 am to 7.40 am when the traffic is less heavy
- Cooperate with the Student Councillors and Parent Volunteers if they need to take down the names of your child who is late.
- If your child has been issued a warning letter, please share with him/her the importance of punctuality

As partners, we need your cooperation to ensure that your child arrive to school on time. Together, we can work as a team to help Pathlighters learn the importance of punctuality.

Yours sincerely,

Ms Anne Chew
Head, Students Affairs & Operations

Cc Ms Denise Phua, School Supervisor/Acting Principal
Ms Loy Sheau Mei, Ms Annie Tan & Mrs Mary Gilberts, Track Heads
Class teachers (Non-Pathlight Preparatory classes)