



FUCHUN PRIMARY SCHOOL

A Concerned Leader, A Lifelong Learner

Ref : 2018/FCPS/COMMS/018

Date : 1 February 2018

Dear Parents/Guardians

Parent-Child-Teacher Conference Session 1 (Primary 1 to 4 pupils)

1. We would like to invite you and your child to Parent-Child-Teacher Conference Session 1 held over two days; **Thursday, 8 March 2018 from 2.30 p.m. to 5.30 p.m. and Friday, 9 March 2018 from 8.00 a.m. to 1.00 p.m.**, in your child's/ward's classroom.
2. Each conferencing session will take about 20 minutes and your child/ward will share with you his/her learning in a particular area / subject for this term. The conferencing approach aims to develop our pupils as self-directed and reflective learners. It also further enhances their communication skills and develop their self-confidence, which are important 21st century competencies.
3. The session will also be an opportunity for you to review your child/ward's holistic development and academic progress together with the Form or Co-Form Teacher of the class.
4. Please take note that there will be **no CCA or remedial lessons after school on 8 March 2018 and no lessons for all pupils on 9 March 2018**. Pupils are required to come together with you in their **full school uniform** for the Parent-Child-Teacher Conference session.
5. You are invited to book your preferred slot via the school's Learning Management System at **<http://lms.asknlearn.com/fcps>**. Go to TOOLS > CONSULTATION BOOKING to make your appointment. Please see attached annex for Parents' Guide to PTM Booking. The booking period is from **2 February to 8 February 2018**. *If you are unable to be present for the conference, please also log into the booking system and indicate accordingly. The Form or Co-Form teacher will follow up with you in due course.*
6. We seek your understanding in being punctual and keeping to the allocated time for the conference.
7. Parking facilities within the school are limited. However, more lots are available at the nearby public carpark.
8. We look forward to meeting you during the Parent-Child-Teacher Conference session. Thank you.

Yours faithfully,

Mrs Yap Dai Jee
Principal