

21 August, 2014

Dear Parents,

RE: PARENT AND TEACHERS MEET AND GREET

I would like to formally welcome you and your child to our school. Your child has almost completed their first week of the new school year and I hope that they have had a very enjoyable experience.

To ensure that we have a smooth start to the school year, I would like to invite you to meet and greet our school leaders and teachers of the school. The details of the 'Meet and Greet' are as follows:

Date: Wednesday, 27th of August

Time: 4:30 pm – 5:30 pm

Venues: Please refer to the table below to locate your child's teachers'

Teacher	Venue
K1 to Year 8 International Form Teachers	Classroom
Year 1 to Year 9 Integrated Vietnamese Form Teachers	Classroom
Year 1 to Year 9 Integrated International Teachers	Hall
Specialist Teachers (EFL, Music, PE and ICT)	Hall
High School Teachers	Hall

The format of the meeting will be informal to allow you to mingle and talk with as many teachers and school leaders as possible. The school will also be serving refreshments throughout the meeting time.

To help improve communication between your child's teachers and the school, we will be publishing all email addresses of teachers in our first edition of the newsletter. I hope that you will take this opportunity to come along and meet the teachers of our school and other key leaders.

If you require any further information, please do not hesitate to contact the school.

Yours faithfully,



Shane Blood
Principal