



مَدْرَسَةُ السَّغُوفِ الْعَرَبِيَّةِ

MADRASAH ALSAGOFF AL-ARABIAH

Singapore's Oldest Islamic Educational Institution – Founded in 1912

28th March 2018

Dear Parents/Guardian,

Assalamu'alaikum wr. wb.

Thank you for your strong support in term1, especially during the briefing sessions and Maulid celebration. We are already in term 2 of the academic year with more exciting activities line up for you and our girls.

TERMLY CALENDAR

In our effort to improve our communication with parents, we will be sending out each level's term calendar to all parents. Please make sure you check the calendar and plan your family activities accordingly. This calendar will include all extra activities for your child during curriculum hours, after school hours and Saturdays.

We would like to emphasise that all programmes that are conducted on Saturdays and school holidays are compulsory. As we only have one class per level, it is very difficult for us to plan for an activity if we cannot get full participation. We would appreciate it if you could reschedule your child's tuition class or arrange for a class replacement if it clashes with a particular school activity or event.

CELEBRATING LEARNING AND ACHIEVEMENTS

We are pleased to share with you the learning and achievements of our students. We are proud of our students who have given their best and demonstrated our school values, including students who have taken part in competitions but did not win any awards. We would also like to express our heartfelt appreciation to our teachers and instructors for their dedication and hard work, and to all parents for your support. Our key achievements for Term 1, 2018, can be found in **Annex A**.

INVOICES & RECEIPTS

We are migrating to a new accounting system. We are issuing receipts for all payments via this new system. We are trying our best to send out all receipts via email by mid-April. Please help to update us with a valid and active email address. Please contact the general office if you have made payments and still have not received any receipts by 15 April 2018.

PARENT SUPPORT GROUP

We would like to congratulate the new team of PSG members. Mr. Mohamed Faizal bin Mohamed Said has been appointed to lead the team for another term of two years. The PSG will be sharing their plan for 2018 with all parents soon. Please give your fullest support to the new team and if possible, contribute your ideas and feedback to them regularly at psg@alsagoff.edu.sg.

PERSONAL DATA PROTECTION ACT

In our effort to promote the school to the public, we sometimes use photos of the school that may include your child on our brochures, website and other social media platforms. We need your consent to ensure we do not violate the Personal Data Protection Act (PDPA). We have distributed hardcopies of the consent form, which is also attached (**Annex B**). Please return the completed form to us by 5 April 2018.

MINI PASAR AMAL 2018

Our annual mini pasar amal will be held this Friday, 30 March 2018. We have given details of this event in a separate letter via your child's class iTunes U. We really hope for your support and doa for the success of this annual fundraising initiative. Please help to spread the word about the event to your family and friends. Promotional posters are available on our FB & IG pages.

MID-YEAR EXAMINATION

Mid-year examination will take place from 7 May 2018 to 16 May 2018. Due to Ramadan, some papers will be conducted on Saturdays. Please refer to **Annex C** for more details and please refer to the student's handbook for the examination rules and regulations. The school will be closed on 17 May 2018 and 18 May 2018 to commemorate the beginning of Ramadan.

During the examination period, we hope that the girls will take good care of their health and avoid 'over-studying' to the extent that their health is affected. Although the examination is a form of summative assessment, the main focus should be on the learning and understanding of what has been taught instead of the just final grades attained. We hope that you could also emphasise this at home. If your child is unwell during the examination period, please see a doctor to get a medical certificate and we will arrange for her to sit for the paper she has missed on another day.

PARENTS TEACHERS MEETING (PTM)

The PTM is a great opportunity for you to meet your child's teachers to find out more about her learning progress. We are committed to give our best to help your child reach her potential and hope that you would work with us hand in hand to help her soar to greater heights. Therefore, we strongly encourage that all parents attend the PTM on 29 May 2018, which falls on a public holiday. Kindly book a PTM slot nearer the date. We will send out a separate notification for this soon.

IFTAR JAMA'I & IHYA' RAMADAN

Our annual Iftar is one of the special events where we invite students' family members and also friends of the Madrasah to come and break our fast together. This year, our Iftar will be on 1 Jun 2018. We hope you could mark this date on your calendar and join us on that day.

We thank you for your strong support and partnership.

Thank you. Wassalamu'alaikum wr. wb.

Best Regards



Syed Mustafa bin S Ja'afar Alsagoff
Mudir