

UPDATING OF CONTACT INFORMATION

1. As part of the school's effort to serve you and your child better, the school will be using a SMS system to communicate general school matters such as school hours on eve of major festivals, school holidays (excluding term holidays), school events, etc., to parents.
2. Many parents also prefer using e-mails as one of the main communication channels. Therefore, in an effort to also reduce the reliance on paper communication, we will also be using e-mails to communicate school matters to parents as well.
3. Please provide both handphone numbers and email addresses (if any).
4. Please note that **sms notification will only be sent to the Father's contact unless advised otherwise**. Should there be any changes, please re-submit another form with the amendment to the general office for us to update our records.

Name of Child/Ward: _____ Class: _____ Year: _____

Father's Contact Information

Name: _____ Handphone No.: _____

Email address (if any): _____

Mother's Contact Information

Name: _____ Handphone No.: _____

Email address (if any): _____

Please tick the box if mother's handphone is to be used for our SMS system.

Residence Telephone Number: _____

Contact number in an emergency: _____

Name of Parent/Guardian: _____
(In Block Letters)

Signature of Parent/Guardian: _____ Date: _____