

WWPS 091/ 2017

23 March 2017



WESTWOOD  
PRIMARY SCHOOL

Dear Parent/Guardian of \_\_\_\_\_,

### Rehearsal for CCA Leaders Investiture 2017

As your child/ward has been selected as a CCA leader in 2017, he/she is required to attend the CCA Leaders Investiture held on 13 April, where he/she will be formally appointed as a CCA leader. To prepare him/her for the event, he/she will have to attend a rehearsal with the following details:

<b>Day/Date</b>	Wednesday, 12 April 2017
<b>Time</b>	2.00 pm – 3.00 pm
<b>Assembly Point</b>	Canteen
<b>Dismissal Point</b>	Front Gate (Pro-Teach pupils will be sent back to Pro-Teach at the end of the rehearsal.)
<b>Teachers-in-Charge</b>	Ms Li Huili

Pupils who are involved in Conversational Chinese Programme, they will be sent back to class at 3pm. Please note that there will be no school bus on that day. Should you have any query about the rehearsal, please feel free to email Ms Li at li\_huili@moe.edu.sg.

To further hone their leadership skills, CCA leaders will be trained to facilitate the Team Bonding Games Day, held on 26 May and CCA Toolkit Workshop held on 28 July. Both events will take place during CCA session, hence no consent forms will be issued. However, we hope that your child/ward can be present in school on both days.

We look forward to your child's/ward's participation in the above-mentioned events.

Mr Khairul Abdillah  
HOD PE, HH & CCA (covering)

Ms Li Huili  
CCA Leaders Coordinator

~This portion is to be retained by the Parent / Guardian~

**Please detach consent form here**

### Rehearsal for CCA Leaders Investiture 2017

I \* consent / do not consent my child/ward to attend the rehearsal on 12 April. I have also read and taken note of the details in this letter.

Pupil's Name: \_\_\_\_\_

Class: \_\_\_\_\_

Name & Signature of Parent/Guardian: \_\_\_\_\_

Contact Number of Parent/Guardian : \_\_\_\_\_

*\*Please delete where appropriate*

**Positively  
WESTWOOD!**

Inspiring a future-ready, anchor-steady community that flourishes and thrives

Westwood Primary School 维林小学