

1 November 2017

Dear Parents/Guardians,

We have come to the last few weeks of 2017. We greatly appreciate all our parents/guardians for your strong support and encouragement towards school programmes and the strong partnership between school and parents for the great learning experience.

As the school year is coming to a close, we hope that you will take note of the upcoming events and important matters. We would like to inform you ahead of time so that you can make the necessary arrangements.

1. Schedule for Wednesday, 1 November to Friday, 17 November 2017

Many year-end events are taking place during the last few weeks of the term. As such, students need not come back to school on certain days of the week. Please take careful note of the school hours on these dates.

Day / Date	Description	Remarks
Wednesday 1 November 2017 to Monday 13 November 2017	Week 8 – Week 10 Curriculum Hours	P1 & P2: Normal school hours
		P3 to P6: Normal school hours, except Wednesday, 8 November 2017 (All students will be dismissed at 2.00 p.m.)
Friday 3 November 2017	Staff Admin Day Horizon Family Day (3.00 p.m. to 7.00 p.m.) Registration starts at 3.00 p.m.	<ul style="list-style-type: none"> Students need NOT come to school as teachers will be working on year-end administrative matters. ProTeach @ Horizon Student Care services is open from 7.30 a.m.
Tuesday 14 November 2017	Leadership Day	<ul style="list-style-type: none"> Only P6 students will attend this graduation ceremony Parents of P6 students will be invited to attend this event
Wednesday 15 November 2017	Star Awards Day	<ul style="list-style-type: none"> Only students who are award winners will attend this. Parents of award winners will be invited to attend the event. ProTeach @ Horizon Student Care is open from 7.30 a.m.
Thursday 16 November 2017	Orientation Day for 2018 Primary 1 Students	<ul style="list-style-type: none"> Students need NOT come to school. ProTeach @ Horizon Student Care is open from 7.30 a.m.
Friday 17 November 2017	Staff Retreat	<ul style="list-style-type: none"> Students need NOT come to school. ProTeach @ Horizon Student Care is open from 7.30 a.m. Staff will be working on 2018 plans.

2. Horizon Family Day

This year, Horizon Family Day is jointly organised by the Parents-Connect! Committee and Horizon's School Captains on **Friday, 3 November 2017** from **3.00 p.m. to 7.00 p.m.** In line with MOE's initiative on Education and Career Guidance, we will be having an Occupation-themed funfair. Children will embark on various occupations-related tasks to earn Horizon Dollars which can be spent on selected games or gifts. This year, our School Captains will be leading parents and children in a sensory-filled experience that promotes empathy and compassion. A food donation drive for needy families and individuals will be held in conjunction with Horizon Family Day. The food collected will be distributed by *Food from the Heart* to needy families and individuals in the neighbourhood. A mystery gift will be given for your kind donation. Look out for more details on our school's website.

3. Issuance of Report Books

Report Books will be issued to **Primary 4** students on **Monday, 6 November 2017**, together with an Option Form to select their subject combination for Primary 5. All Option Forms and Report Books must be returned to the Form Teacher by **Tuesday, 7 November 2017**.

All other level students will receive their Report Books on **Thursday, 9 November 2017**. All Report Books must be returned to your child's/ward's Form Teacher by **Friday, 10 November 2017**.

4. Promotion Day on Monday, 13 November 2017

The school's Promotion Day is an annual exercise held during the last week of school to promote students to their new 2018 classes. Before they move on to their new classes, students will have time to reflect and take-stock of what they have done for the year with their teachers and classmates. There will be a segment for students to write words of encouragement for each other. Students are to bring along their markers, coloured pens and/or decorative materials for this segment. We would like our students to end their school year in Horizon with fond memories that they will bring with them for many years to come.

In the second half of the day, students will be promoted to their 2018 classes. They will be led to their 2018 classrooms to meet their classmates. They will have time to build new bonds in their 2018 classes. Students will receive their 2018 booklists together with a letter with updates on the preparations for 2018.

5. Leadership Day on Tuesday, 14 November 2017

On Tuesday, 14 November 2017, we will be celebrating Leadership Day with our P6 graduands. This is a special occasion for our P6 students as it is their graduation day and together, we rejoice with our students as they embark on their next stage of learning. Our students will be showcasing their learning experiences at Horizon and parents of these students are invited to witness this special occasion.

6. Star Awards Ceremony on Wednesday, 15 November 2017

Star Awards Ceremony will be held on Wednesday, 15 November 2017 from 8.30 a.m. to 11.30 a.m. This annual event serves as a platform for us to recognise and celebrate the academic and non-academic achievements of our students. More details will be provided to the award winners and invited guests through a separate letter.

7. **Orientation Day for 2018 P1 Students on Thursday, 16 November 2017**

Primary One Orientation for 2018 Primary 1 students and their parents will be held on Thursday, 16 November 2017 from 8.30 a.m. to 1.00 p.m. We would like to welcome and orientate the 2018 P1 students and their parents to the school.

8. **Travel-related matters**

Do remember to exercise social responsibility by declaring your travel plans this coming year-end school holiday. All Primary 1 students need to declare their travel plans regardless of whether they intend to travel or not. **A "Nil" return is required.** The travel declaration forms will be issued to all Primary 1 students on Thursday, 2 November 2017. Primary 2 – Primary 6 students who intend to travel will have to download the Travel Declaration Form from the school website. The deadline for the submission of the Travel Declaration Forms to the Form Teachers for all levels is **Thursday, 9 November 2017.**

9. **Health Related Matters – Temperature Taking**

As part of the school's efforts to instill personal responsibility for and to familiarise students with health and safety procedures, a Temperature Taking Exercise will be held on **Friday, 5 January 2018.** All students are reminded to bring a thermometer that is in good working order to school for the Temperature Taking Exercise. Students in Primary 1, 2018 will be issued with Oral Digital Thermometers at the start of the school year.

10. **Horizon Primary School Yearbook 2017**

As part of our efforts to document Horizon's growth, we are excited to share Horizon Yearbook 2017 with you. In this year's production, we continue to compile and document fond memories of all our events and programmes. Date for collection by graduating Primary 6 students will be announced around mid-December 2017 on the school website. They can head down to the General Office to collect a copy. Primary 2 to Primary 5 students will receive their copy in January 2018. Every family will be entitled to a copy. The copy will be passed to the eldest child who has sibling(s) in Horizon Primary School.

Thank you, parents/guardians for building a strong partnership with Horizon Primary School. We hope all of you will have great family time together during these holidays. Enjoy and be safe during the holidays!

Your partner-in-education,



Mrs Grace Leong
Principal