



Horizon Primary School

61 Edgedale Plains, Singapore 828819

INFORMING SCHOOL OF CHILD'S / WARD'S TRAVEL PLAN

Name of Child / Ward: _____

NRIC / BC No.: _____

Class: _____

Sex: F / M

This is to inform the school that my child / ward will be travelling to the following country / countries during the school vacation. The details are listed below:

| Country of Intended Travel / Travelled to | Period of Stay | |
|---|----------------|----|
| | From | To |
| | | |
| | | |
| | | |

Important Notes:

- 1. Where possible, please also provide details of country and date of transit if your child / ward will be stopping over at any other country while travelling.*
- 2. If your child / ward will **not be travelling**, please return the form with a **NIL** return..*

Name of Parent / Guardian: _____

Tel: (HP) _____ (H) _____

Signature: _____

Date: _____

Please return this form to the school at least 3 working days before the end of the school term.

| For Official Use | |
|------------------------------|--|
| Acknowledged by Form Teacher | |
| Date | |