

Dear Respected Parent,

Greetings!

Please be advised of the following important information:

- **OPEN HOUSE**

The school is excited to announce an **Open House** event on **Thursday, November 7, 2024, from 6:00 PM to 9:00 PM**. This is an evening program in response to multiple requests from parents.

This evening will provide a wonderful opportunity for you to engage with your child's subject teachers regarding their progress, and targets, and address any concerns or questions you might have, particularly for parents of Grades 4 to 8 students. These students will soon be preparing for the Term 1 Summative Assessments, scheduled to take place from November 25 to December 13, 2024.

To help us ensure a smooth and productive evening, we kindly ask that all parents confirm their attendance by registering their details through our online form <https://forms.gle/YVaU8eRLKQDGUiHw5>.

If you're unable to attend the Open House, please let us know your preferred times so we can arrange a separate meeting with the teachers.

We are looking forward to your prompt response and eagerly anticipate the chance to meet you again.

- **Pick-up Procedure for Own Transport Students**

We would like to bring to your attention an important update regarding the pick-up procedure for our students. In our continuous efforts to ensure the safety and security of all children, we will be implementing a new protocol during dismissal times.

Beginning immediately, the school gates will be opened for parent pick-up at precisely 2:10 PM. This measure is designed to streamline the dispersal process and maintain a controlled environment for our students. We kindly ask that no parents enter or wait within the school premises before this designated time.

Also, please be aware that the gates will be securely closed again at 2:30 PM. After this time, we respectfully ask parents to remain outside the gate while our staff carefully escort your child/children out to you.

We greatly appreciate your cooperation in adhering to this protocol. Your support is vital as we make these necessary adjustments to enhance the safety and security of our students.

Thank you for your understanding and collaboration on these matters.

EIS Administration