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## Woodlands Primary School

Reference 39 /2018

22 February 2018

Dear Parents/Guardians

### **MAKING ARRANGEMENTS IN THE EVENT OF DISRUPTION AT JOHOR CHECKPOINT**

1. We would like to advise all parents and guardians of students residing in Peninsula Malaysia and who make a daily or weekly commute between Johor Bahru and Singapore to make the following arrangements in case of any transport disruptions:

- Identify reliable guardian(s) living in Singapore who can provide short-term accommodation to your child(ren) at a short notice.
- Ensure that your child(ren)'s Singapore guardian(s) are alerted to the possible need, and are ready to provide transport and care arrangements for your child(ren);
- Explore alternative transport arrangements for your child(ren) in the event of extended transport disruptions;
- Advise and prepare your child(ren) on the necessary steps to take (e.g. who to contact, what are the alternative transport arrangements); and
- Provide the School immediately with updated information on the contact details of Singapore guardian(s) when there are changes.

2. Please fill in the Guardian Nomination Form as attached and submit it to the school.

3. Thank you.

Yours sincerely

Winnie Tan (Ms)

Principal



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## Woodlands Primary School

### Appendix 1 of Annex A

### GUARDIAN NOMINATION FORM

22 February 2018

Dear (Teacher-in-Charge)

#### MAKING ARRANGEMENTS IN THE EVENT OF DISRUPTION AT JOHOR CHECKPOINT

1. I have received the Notice: Reference No \_\_\_\_\_ dated on \_\_\_\_\_ and my reply is as follows:

I do not have any reliable guardian for my child(ren) living in Singapore who can provide short-term accommodation at a short notice in the event of causeway closure. While I will try my utmost best to find one, I would like to request school's assistance to arrange for safe accommodation for my child(ren) during the period of transport disruption.

I will comply with the arrangements stipulated in the above mentioned Notice in case of a transport disruption between Johor Bahru and Singapore. Please refer below to the details of the reliable guardian for my child(ren) living in Singapore who can provide short-term accommodation at a short notice.

S/N	Description	Input
1	Block No	
2	Floor No	
3	Unit No	
4	Building Name	
5	Street Name	
6	Postal Code	
7	Telephone No	
8	Other Contact No	

S/N	Description	Input
9	Hand Phone No	
10	Citizenship / Nationality Description	
11	Gender (Male / Female)	
12	Date of Birth	
13	Age	
14	Race	
15	Guardian Type: a. Brother / Sister / Relative b. Father c. Mother d. Guardian e. Others	
16	Guardian's Name	
17	Guardian's NRIC	
18	Religion	

2. I will certainly provide the school immediately with updated information as listed in the table above of Singapore guardian(s) when they are identified or when there are changes.

3. Thank you.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Relationship to Student: \* Father / Mother / Guardian

\*Delete where applicable