



德义小学

TECK GHEE PRIMARY SCHOOL

1, Ang Mo Kio Street 32
Singapore 569299

Tel: 6454 8769
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<http://www.teckgheepri.moe.edu.sg/>
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REF: TGPSPL_2018_76

1 August 2018

Dear Parents / Guardians

Invitation to Participate in Parents Gateway (Alpha) Programme (For P1 / P2 Levels only)

Parents Gateway is a new digital platform developed by Ministry of Education (MOE) and GovTech to bring greater convenience to parents to perform simple administrative transactions and to stay updated on schools' programmes and activities. This enables parents to better support their child in their education journey through closer interactions and communications with schools.

As part of the efforts to continuously improve the functionality and user experience of the Parents Gateway, MOE is conducting a pilot programme with selected schools to test the mobile app and gather feedback.

We are pleased to inform you that TGPS has been selected to participate in this Parents Gateway (Alpha) pilot programme. It is an opportunity for us to try out new technologies in connecting and communicating with parents. In 2018, we will be rolling this out for P1 & P2 levels only. This programme will be extended to all levels in 2019.

We would like to invite you to be a part of the pilot programme to access the Parents Gateway mobile app and try out its functions. This includes receiving timely information on school announcements, events or other information relating to your child and the school.

The duration for this pilot programme is for 5 months starting from August 2018. During this period, for parents who have signed up, information will be disseminated through the Parents Gateway App. For parents who are unable to participate in this pilot programme, the school will send hard copy letters and forms for certain administrative and assessment matters as currently practiced, so that they will be able to receive the relevant information.

Accessing Parents Gateway

We invite you to download the free Parents Gateway mobile app onto your mobile phone. The "**Instructional Guide**" in **Annex A** provides the instructions for downloading the mobile app (available on iOS and Android platforms only) and performing a one-time account registration. You may also download a set of slides that we have made available on our school website.

To safeguard our students' data, **only parents who are registered in the official student records in the MOE database will be able to use the mobile app.**

Please note that the information shown on Parents Gateway is taken from the student records in the MOE database. If there are any discrepancies in the data shown on Parents Gateway, please contact the school to update the data.



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Feedback

As this is a pilot programme, we would appreciate it if you could share with us your feedback on your experience in using the mobile app. This will help MOE to enhance the Parents Gateway mobile app to benefit more parents in future.

- a) If you have any questions or feedback regarding school-based matters or mobile app, you may contact one of the following:
- Mrs Lydia Lye, Year Head
 - Mrs Jerine Heratnor, Year Head
 - Mdm Chong Ching Ching, Admin Manager

Tel no: 6454 8769
Email: tgps@moe.edu.sg

- b) For technical assistance, please contact helpdesk at:
Email: support@commtown.com
Tel: 68488900

Acknowledgement

We strongly encourage all parents to participate in this pilot programme in 2018. Please complete the attached reply slip (Annex B) and return to your child's/ward's form teacher by Monday, 6 August 2018.

Please note that for Section C, the authorised person giving consent should only be a Parent or Legal Guardian.

We look forward to your support. Thank you!

Yours sincerely,

Mr Wong Jia Wang
Principal



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Annex B

REPLY SLIP

I, *parent / guardian of _____ (name of child/ward) of Class: _____, acknowledge receipt of the letter dated 1 August 2018 regarding **Invitation to Participate in Parents Gateway (Alpha) Programme**.

_____ (Signature)

_____ (Date)

Please fill in the details below so that we can update our records accordingly.

*I / We understand that the contact persons should be the *child's / ward's Father, Mother or a Legal Guardian.

A) Primary Contact

Name	
Relationship with child	*Father / Mother / Legal Guardian
Email Address	
Mobile Number	

B) Emergency Contact

Name	
Relationship with child	*Father / Mother / Legal Guardian
Email Address	
Mobile Number	

C) **Authorised *Parent / Legal Guardian** to give acknowledgement / consents to *child / ward to participate in school activities (eg. Learning Journeys, after school programme / activities, etc).

Name	
Relationship with child	*Father / Mother / Legal Guardian
Email Address	
Mobile Number	