

24 June 2009

Dear Parents,

TRAVEL DECLARATION

1. In view of the current Influenza A (H1N1) situation in other countries, please inform the kindergarten if you are planning to bring your child on an overseas trip in the next few weeks or have just returned from an overseas trip recently.
2. Please complete and submit the attached form to the kindergarten by 10 July 2009. A nil reply is required.
3. Thank you for your support and cooperation. Together, we will provide a healthy and safe environment for all in our kindergarten.

Thank you.

Warm Regards



Jessica Wang
Managing Director

TRAVEL DECLARATION FORM

Name of Child : _____

Name of Kindergarten : _____

Name of Class : _____

Please state intended travel plans:

No	Name of Country and Area	Dates of Intended Travel	Reasons for Travel
1			
2			
3			
4			

Name of Parent : _____

Signature of Parents : _____

Date : _____

Annex B

NOTICE OF LEAVE OF ABSENCE

29 June 2009

To: _____ (Name of Parent)

Parent of

_____ (Name of Child)

_____ (Class)

_____ (BC Number)

LEAVE OF ABSENCE (LOA)

1. In view of the current global Influenza A (H1N1) outbreak and as part of our continuing efforts to provide a healthy and safe environment for all in our school, please be informed that your child has been served a leave of absence (LOA) from _____ (DD/MM/YY) to _____ (DD/MM/YY).
2. Your child is to report back to school on _____ (DD/MM/YY). Please ensure that he/she is well before he/she returns to school. If your child is feeling unwell, please take him to consult a doctor and inform the school immediately.
3. The school cares for the well-being of the child/ward on LOA and will check the well-being of the child/ward on a daily basis.
4. Should you have any queries regarding the leave of absence (LOA), please contact Evelyn or Rudi at Tel 63458812.
5. Thank you for your cooperation.

Warm Regards



Jessica Wang
Managing Director

Kits4Kids Special School

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Tel: (+65) 63458812

Fax: (+65) 6345 7718

Email: Enquiry@kits4kids.org

Web Site: www.kits4kids.org

Travel History Declaration Form for Children
(To Be Completed by Parent/Guardian)

Annex F

Dear Parent/Guardian

- (1) Please complete this Travel History Declaration Form on behalf of your child and return it to the kindergarten by **30 June 09**.
- (2) You are requested not to bring your child to the kindergarten if he/she is unwell.

CHILD PARTICULARS

Name as in BC:		Home Tel:	
Kindergarten Name:		Handphone:	

Please indicate with a tick (✓) accordingly

		Y	N
1	<p>Has your child traveled to any of the affected countries¹ in the past 7 days? *If Yes, please give details as follows:</p> <p>Country: _____</p> <p>Duration of Stay: _____</p> <p>Date of return to Singapore: _____</p> <p>*If Yes, your child can only return to the kindergarten after 7 days following the date of return to Singapore and if he/she does not develop any flu-like symptoms.</p>		
2	<p>Has your child traveled to any other country in the past 7 days? *If Yes, please give details as follows:</p> <p>Country: _____</p> <p>Duration of Stay: _____</p> <p>Date of return to Singapore: _____</p>		
3	<p>Has your child been in close contact with someone who has been to any of the affected countries? *If Yes, please give details as follows:</p> <p>Person in close contact (relationship with child): _____</p> <p>Country visited by close contact: _____</p> <p>Last date of close contact: _____</p>		

I, the undersigned, declare all the above to be true.

Name of Parent/Guardian		Date	
Signature			

¹As at 22 June 09, the affected countries are USA, Mexico, Canada, UK, Spain, Chile, Australian, Japan, Argentina, Panama, Philippines, Thailand and Dominican Republic. Please refer to MOH website for an up to date list.