



Tanjong Katong Girls' School

20 Dunman Lane, Singapore 439272

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

(For March / June / September / Nov-Dec School Holidays) **Please delete accordingly*

Name of Student : _____

NRIC / BC / FIN No. : _____ Class: Sec ____ / ____

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

Country of Intended Travel	Period of Stay	
	From	To

Important Note:

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. Kindly submit the completed form to your child/ward's form teacher.

Name of Parent / Guardian: _____

Signature: _____ Mobile No: _____

Date: _____