



ST JOSEPH'S INSTITUTION JUNIOR

A Lasallian School of the *De La Salle* Brothers

REF: SJIJ/2018/01/429

3 January 2018

Dear Parent/ Guardian,

RE: Brass Band CCA Programme for January 2018 to May 2018 (Junior Band)

Welcome back to the second half of the CCA work year!

Please take note of the schedule for the CCA Programme as shown below.

CCA: Brass Band (Junior)
Day and Time: Mondays and Thursdays; 2.15p.m. to 4.15p.m.
Venue: Band Room/ Classroom/ Hall

Month	Dates (Semester 1)						
Jan	8	11	15	18	22	25	29
Feb	1	5	8	22			
March	19	26	29				
April	2	5	9	12	16		
May	10	21					

Please take note of the contact information for general enquiry or matters related to the abovementioned CCA as shown below.

Name of OIC Mr Reuben Dominic Phay (phay_yi_ren_dominic@moe.edu.sg)
Name of TIC Mr Jeremiah Francisco (francisco_jeremiah_luke@moe.edu.sg)

As full-year payment was submitted in the first half of the CCA work year (July 2017 – November 2017), there will be no collection of fees for the second half of the CCA work year (January 2018 – May 2018).

Thank you for your continued support and we look forward to another exciting half of the year ahead.


Mr Reuben Dominic Phay
Teacher-in-charge


Mr Mohamad Fazrin
HOD (PE/ CCA/ Aes)

To: Mr Reuben Dominic Phay
Teacher-in-charge

RE: RE: Brass Band CCA Programme for January 2018 to May 2018 (Junior Band)

Name of Pupil: _____

Class: _____

Name of Parent: _____

Relationship with Pupil: _____

Contact No: _____

Email: _____

Medical/Dietary/Behavioural Information:

I acknowledge the following school CCA policies:

- A pupil who has registered for and paid for a CCA has to remain in that CCA until the end of the CCA workyear (July 2017 to June 2018).
- There will be no refund of CCA fees for pupils who choose to withdraw from CCA before the end of the workyear.
- Pupils who do not achieve 80% of CCA attendance will be de-registered as members of the CCA at the end of the workyear.
- If a pupil is to be absent from CCA, this should be communicated by the parents via written letter or medical certificate.
- Pupils can choose different CCAs from P1 to P3. However, they must remain in a chosen CCA from P4 to P6. This is to allow for ample exposure for the first 3 years (mid-P1 to mid-P3), balanced with a deepening of skills and knowledge for the remainder of the two years (from mid-P4 to mid-P6).
- Pupils are to bring along their CCA attire in their school bag and change into their CCA attire during lunch break. They are not to wear their CCA attire from the start of the day.

Parent / Guardian signature: _____

Date: _____