



Ref: TNS/2018/Apr-004

27 April 2018

Dear Parent/ Guardian,

Parent-Child-Teacher Conference for Primary 1 and 2 Classes

The Parent-Child-Teacher Conference Sessions for Primary 1 and 2 classes will be held on **Friday 25 May 2018 and Monday 28 May 2018, from 7.45 a.m. to 4.15 p.m.** **Please attend this session together with your child/ ward.** As there will not be a make-up session, we hope you will avail yourselves on the scheduled dates.

2. The session aims to provide you with feedback on your child's/ ward's social and emotional learning experiences through Programme for Active Learning (PAL) in Semester 1. It also aims to nurture your child to becoming a more reflective learner, taking ownership and pride in his/ her learning. We also hope to increase your child's confidence by providing him/ her the opportunity to communicate his/her reflections through this platform.

3. In this 15-minute session, your child's/ ward's Form Teacher (PAL teacher) will walk you through PAL and guide your child in his/her sharing of a favourite PAL lesson or experience. You are encouraged to ask questions during this session to find out more about your child's/ ward's PAL experiences. Do note that this session is devoted to your child's/ ward's sharing on PAL. If you have other questions pertaining to his/her academic progress, do approach your child's/ ward's teacher(s) for a separate meeting.

4. Your child's/ ward's Chinese Language (CL) teacher will be stationed at the hall. Please make a separate booking to meet your child's/ ward's CL teacher.

5. Kindly access Wizlearn's Learning Management System (AsknLearn) to book your meeting slot with your child's/ ward's teachers. **Booking of 15-minute time slots will be made available from Tuesday, 8 May 2018, 0900 hrs, to Friday, 11 May 2018 2359 hrs.** (Lunch break for teachers will be from 11.45 a.m. to 12.45 p.m.) Please refer to the user guide attached for booking instructions. You may contact the AsknLearn Helpdesk (Monday to Friday, 7.30 a.m. to 9.00 p.m.) at 6777 9661 for assistance should you encounter any problems.

6. Kindly use the **public carparks** in the vicinity if you intend to drive on those two days as the parking lots in school are reserved for staff use only.

7. We seek your kind understanding and cooperation to be punctual for the meeting and keeping to time so as to ensure that the entire session can run smoothly. We regret that our teachers will not be able to attend to you should you miss your booked slot if they have parents/ guardians scheduled for subsequent time slots.



Aesthetics



Sports



Physical Fitness



Teaching and Learning



Student All-Round Development



Staff Well-Being



National Education



Character Development





8. **Last Day of School (Term 2)**

In view of the Parent-Child-Teacher Conference Sessions for Primary 1 and 2 classes on Friday 25 May 2018, kindly note that the last day of the term for **Primary 1 to Primary 5** levels is **Thursday 24 May 2018**.

9. I would like to take this opportunity to wish you and your child/ward an enjoyable June holiday filled with meaningful activities.

Yours faithfully,

Dr Chin Kim Woon
Principal

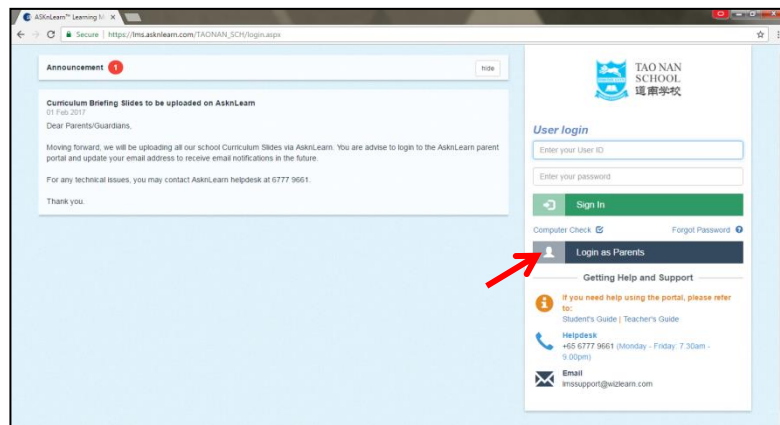


Logging in for the first time

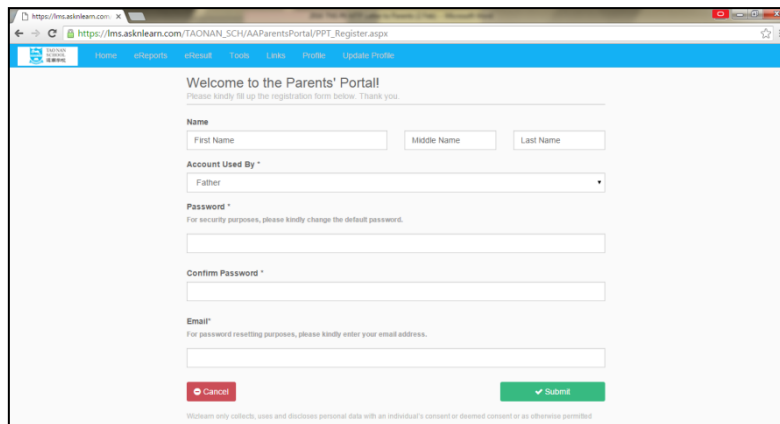
Go to https://lms.asknlearn.com/TAONAN_SCH/

Click: 'Click here to login as a parent'

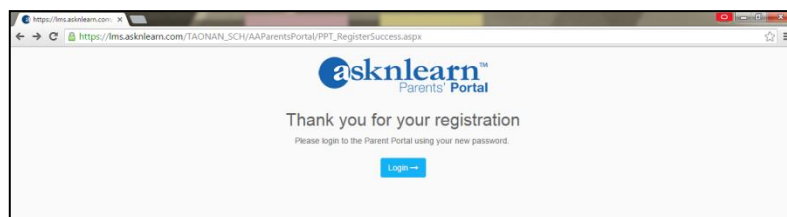
Enter your child's ID. The default password is "parents" (case-sensitive).



You will be prompted to register. Please fill in the respective fields

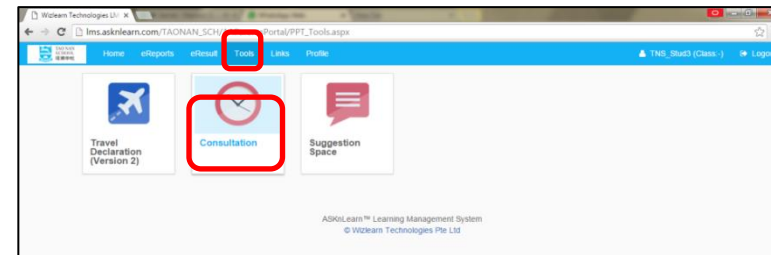


Congratulations! You have successfully created your Parents' account.

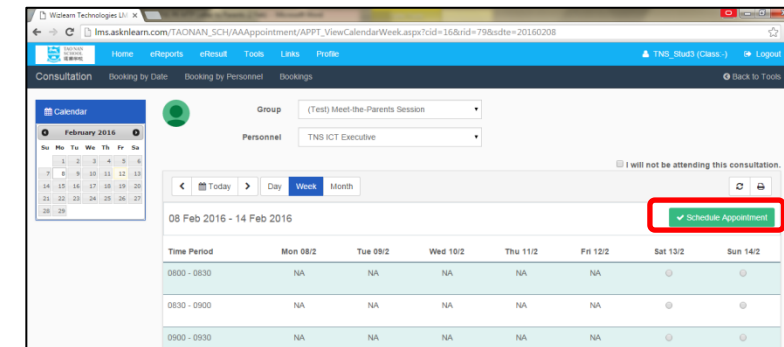


Booking Your Teacher-Parent Meeting Slots

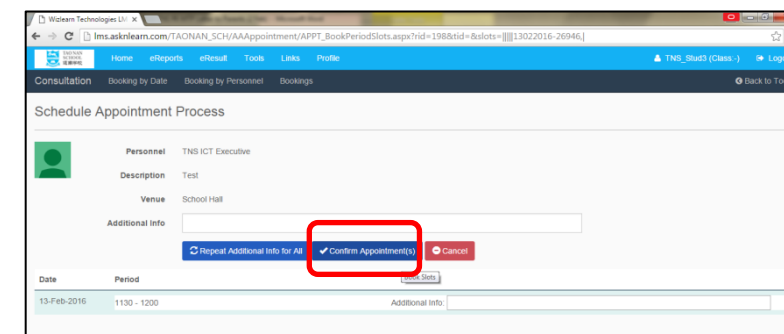
Step 1: Click 'Tools' and Select 'Consultation Booking'.



Step 2: Select the 'Date' in the calendar, 'Personnel', and book the appropriate slot. Click 'Schedule Appointment'.



Step 3: Click 'Confirm Appointment'.



Step 4: After confirming the appointment, an acknowledgement message will be displayed. You can print this page by clicking 'Print'. Then click 'Back to Calendar View' to book a slot with another teacher.

