



世界红卍字会新加坡总主会主办

THE WORLD RED SWASTIKA SOCIETY

(SINGAPORE ADMINISTRATION CENTRE)

卍 慈学校 RED SWASTIKA SCHOOL

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02 March 2018

CAREER AWARENESS PROGRAMME FOR P5 STUDENTS

Dear Parents/ Guardians,

The school is embarking on a new Career Awareness Programme or 'Going to work with Mum or Dad' programme for the Primary 5 students this year. This programme aims to provide our students a glimpse of the working world through an experience at their parents'/guardians' work place.

2. The opportunity will enable the Primary 5 students to:

- better appreciate the hard work of their parents/ guardians.
- have some exposure and understanding of specific industry and how knowledge and skills are applied in a workplace.
- be motivated to discover their passion and make informed choices for their future career.

3. In order for this programme to be successful, we would need your support to take your child/ward to your work place for a two-hour observation. The visit can take place any day between **26 May 2018 and 24 June 2018**.

4. For the visit to be meaningful, we would appreciate it if you could share the following with your child/ward during the visit:

- What your job entails.
- Key knowledge, skills and values needed in your job.
- The other roles your colleagues play to help you do your job well.
(E.g. If you are the office clerical officer, you will need the support of the office clerical assistant, customer service officer, office manager etc.)
- The key challenges at your job and how you overcome them.

5. Your child/ward will need to write a reflection of his/her observation and learning after the visit. Please refer to the reflection template that is accompanying this letter. Your child/ward needs to submit his/her reflection to his/her Form Teacher after the June school holidays, on **Wednesday, 27 June 2018**.

6. As parents/guardians, you play an important role in preparing your child/ward for their future. We hope this programme will help in that endeavour. In addition, if you could accommodate a few more students besides your child/ward at your work place, we would be glad to help with the arrangement.

7. If you have any other questions, do feel free to contact our E-Career Guidance Co-ordinator, Mr Jeffrey Poh, at 64430380 or email him at Poh_Seng_Huat@moe.edu.sg.

8. Thank you.

Yours faithfully,

A handwritten signature in black ink that reads "Jenny" with a stylized flourish at the end.

Mrs Jenny Leong
Principal

My Reflection Form

Name: _____

Date: _____

Class: P5 _____

**3 things
I learnt**

*(For example, the
knowledge, skills, values,
needed for the job etc.)*

**2 interesting
experiences**

*(For example,
challenges of the job
and how to overcome
them etc.)*

**1 career that I
want to find out
more from the
'My skillfuture'
portal and why**