



MUTIARA INTERNATIONAL GRAMMAR SCHOOL SDN BHD

(391277-M)

DISCOVERING POTENTIAL • LEARNING TO CARE • RESPECTING DIFFERENCES

5th July 2018

Dear Parents/Guardians,

JUNIOR (R-Y6) PARENT-TEACHER MEETING

We cordially invite you to attend the Parent-Teacher Meeting on **Friday 13th July, 2018 from 7.50 a.m. to 1.00 p.m.**

Our male Muslim Teachers (Dr Hocine, Mr Khairul and Mr Mohammad) will end their sessions at 12.30 p.m. in order to fulfill their Friday prayer obligations.

Every PTM is an opportunity for teachers to inform you about the academic, behavioural and social aspects of your child's learning at school.

As parents, you too provide valuable information for your child's teacher so that they are better able to address your child's needs. Our teachers truly appreciate the support that you give to your child in his/her education while at home.

Due to the number of parents each teacher has to meet, your conference with your child's teacher will only last 10 minutes. Do make the most of it. Remain positive even when you have some difficult issues to discuss.

When parents feel good about the teacher and the school, children are more likely to receive encouragement and reinforcement for positive school achievement and behaviour.

The guidelines given overleaf might help you prepare for a meaningful conference.

You may make your appointments to meet with teachers via our online booking system.

The Student Online Booking System (SOBS) will

- **OPEN** at 12 noon on Friday 6th July 2018
- **CLOSE** at 12 noon on Thursday 12th July 2018

The steps below will help you:

- 1 Go to <http://migs.edu.my>
- 2 Log in to the **Parent Portal** using this password: *MIGSampang707*
- 3 Click on **Student Online Booking System (SOBS)**
- 4 Click on **Book Now** to make your booking

Please take note that students need not come to school.

We look forward to your presence during this term's Parent-Teacher Meeting.

Best regards,

MS NANCY ROCH-COMPAN
Head of Junior School

MS DELPHINA CORRAY
Deputy Head of Junior School

GUIDELINES FOR A FRUITFUL PARENT-TEACHER MEETING

BEFORE THE MEETING

1. Ask your child if he/she has any issue or concern that he/she would like to discuss with his/her teachers.
2. Prepare a brief list of questions
Examples of questions you may ask:-
 - Is my child fulfilling grade level expectations in English, Maths, Science, or Languages?
 - What are my child's strengths and weaknesses in class?
 - How is my child's behaviour in class/on the playground?
 - How well does he/she get along with his peers?

DURING THE MEETING

1. Arrive punctually as other parents have also made appointments. You might not want to wait too long or miss your appointment altogether.
2. Value the opinions of the teacher no matter how these may differ from yours. Amicably offer your perspectives.
3. Find out how you might help at home.
4. Be ready to provide information about your child's learning and wellbeing at home and outside of school. The following questions could guide you.
 - Is your child experiencing any personal or family issue that might affect his/her wellbeing or learning at School?
 - Has your child had any recent health problem that might affect his/her behaviour or academic progress in School?
 - How is your child coping with homework assignments?
 - Would you have any feedback on the learning materials used, programmes and events your child engages with at School?

AFTER THE MEETING

1. Talk with your child about the positive points both you and the teachers have made during the meeting. Discuss any issues that were highlighted about his/her behaviour and learning at School.
2. Make an Action Plan together with your child to strengthen the positive aspects and to remedy the issues and problems. The Action Plan may include a timetable for homework and revision, reading for pleasure, helping with chores at home to develop character, and do include time for play and recreation.
3. Ensure on a regular basis that your child is adhering to the advice and action plans you have worked out together.