



28 March 2019

Dear Parents and Guardians,

LEADERSHIP TRAINING CAMP

Our Prefects are the exemplars of the student body at Mutiara International Grammar School. They are here to set a positive example, to lead by example, support students, and represent them in all school matters. The selection of Prefects begins with seniors who have been nominated by their peers, teachers, and administration staff. The nominees are evaluated based on academic and disciplinary standards established by the Pastoral Board. The pinnacle of the training will be a '*Leadership Training Camp*' where our selected candidates will undergo further training on leadership skills.

Prefects have an opportunity and responsibility to:

General

- Epitomise the highest standards in school dress and deportment at all times.
- Represent the school at outside school functions when requested.
- Act as a liaison between students, faculty and the administration.
- Mentor younger Mutiarans
- Act as role models in the classroom and elsewhere.
- Take on leadership roles that reflect school values now and into the future.
- Be accountable for one's actions
- Recognise and promote the school's ethos as a School Prefect and as part of a student body.
- Assist younger students in reaching their potential.

Specific

- Set the tone for dress, personal appearance and conduct in and around the school every day.
- Attend all Prefect meetings.
- Be completely accountable for all areas within one's assigned Prefect portfolio.
- Assist in running Social Awareness and other assemblies.
- Attend all classes.

LEADERSHIP TRAINING CAMP

MIGS Leadership Training Camp this year will take place from 26th to 27th of April, 2019 at Radiant Retreats Site A.PT 7151, Kampung Sum Sum Hulu, Mukim Bentong, Bentong, Pahang. The training programme offers a valuable opportunity that enhances commitment of the Prefects, imparts knowledge to them and builds up their skills in leadership, communication, and teamwork. A team of teachers / facilitators have been selected to conduct all the modules for this camp. The programme seeks to transfer the experiences of teachers and facilitators to the young leaders in a condensed format. In essence, the MIGS Leadership Training Camp will attempt to help raise a group of young dynamic MIGS leaders.

The all-inclusive cost (accommodation, food, transport, training etc.) for the 2 days / 1 night's residential course is RM570.00.

COURSE CONTENT

This leadership training emphasises 3 critical skills:-

1. *Leadership Skills*

- *Definition of Leadership*
- *Effective Leadership*
- *Characteristic of a Leader*
- *The Continuum of Leadership*
- *Leadership Habits*

2. *Team Building Skills In The Field*

- *The Nuts and Bolts of Teamwork*
- *Who Are We And What Do We Want?*
- *Who Can Make It To The Top?*
- *Always Do The Right Thing*
- *Everybody's Responsibility Is Nobody's Responsibility*

3. *Communication Skills*

- *The Nature of Good Communication*
- *The Importance of Listening*
- *Presentation Skills*
- *Role Play Exercises*

CAMP LOCATION:

Radiant Retreats Site A.
PT 7151, Kampung Sum Sum Hulu,
Mukim Bentong,
Bentong,
Pahang,

TRANSPORT DETAILS

The school will organise a coach to transport students from MIGS to and fro from Radiant Retreats Site A.
PT 7151, Kampung Sum Sum Hulu,
Mukim Bentong,
Bentong,
Pahang.

The arrangements are as follows:-

Friday, 26/4/19

<i>Expected time of departure (MIGS)</i>	<i>08.30hrs</i>
<i>Expected time of arrival (Radiant Retreats, Pahang)</i>	<i>09.30hrs</i>

Saturday, 27 /4/19

<i>Expected time of departure (Radiant Retreats, Pahang)</i>	<i>16.30hrs</i>
<i>Expected time of arrival (MIGS)</i>	<i>17.30hrs</i>

DIETARY INFORMATION

A variety of Malaysian cuisine will be served at the camp.

SAFETY AND HEALTH

The School will be taking 2 teachers and 1 security guard to the camp in addition to the safety arrangements provided by Radiant Retreats, Pahang.

GROUP PERSONAL ACCIDENT INSURANCE

All MIGS students are covered by the School's Group Personal Accident Insurance, which has a 24 hours worldwide coverage.

LIST OF CLOTHING AND ITEMS REQUIRED

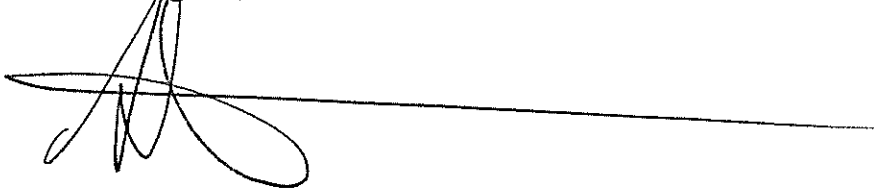
1. *2 bottles of mineral water*
2. *Insect repellent*
3. *Toiletries*
4. *Bath towel*
5. *Sweat towels*
6. *Track suits*
7. *Shorts (Very short shorts not allowed!)*
8. *Jacket ~ 1*
9. *T-shirts (No tight fitting and spaghetti string t-shirts!)*
10. *Socks*
11. *Track shoes/Trainers*
12. *Sandals*
13. *Cap or Hat*
14. *Sun block lotion*
15. *Torch light*
16. *Soft sports bag ~ please limit to one per student (maximum size 2ft 6in)*

Reminder: Hand phones need not be taken. If brought, it will be the student's sole responsibility.

Please contact the School at 03-4252 1452 if you have any further queries about the camp.

In addition, kindly fill in the reply slip and the consent form and return them together with course fee by ***18 April 2019.***

Kind Regards,

A handwritten signature in black ink, appearing to be 'MR. STEPHEN WEST', written over a horizontal line.

MR. STEPHEN WEST
Head of Senior School



REPLY SLIP

Parent's/Guardian's Name:

.....

Name of child:-

1) Year 9 / 10 / 11 / T / E

Telephone Contact No House.....Mobil.....

Address.....

.....

Food Allergies :-

None

Specify

Specific Allergies (eg. Penicillin, plastersetc)

.....

.....

I would like/ not like my son/daughter to attend “**The Leadership Training Camp**” to be held from Friday 26th April to Saturday 27th April, 2019.

I enclose RM 570.00 cash/cheque payable to ‘**Mutiara International Grammar School Sdn Bhd**’ being payment of the above camp.

Signed:
(Parent/ Guardian)

Date: