IIS.718.2009
21 July 2009

Dear Parents & Guardians

1. **WASC Accreditation**

We are very happy to announce that Ipoh International School has been awarded a 3-year accreditation by the Western Association of Schools and Colleges (WASC). With this award, Ipoh International School has now joined the ranks of WASC accredited schools like Mont Kiara International School and International School of KL (ISKL) in Malaysia.

Between 2009-2012, the school will need to update the WASC Accreditation Board on their progress and achievements based on our strategic plans and a team will come again in 2012 for an evaluation to ensure that standards have been maintained.

On behalf of the Board and Management of Tenby Schools Ipoh, I would like to congratulate the Principal, Ms Agalya Balaaguru and her team of teachers and students for their effort and commitment towards achieving this success. My thanks also go to the parents/guardians of the school for their support and belief in the school. We have always pledged to provide the best in education for our students and this accreditation has certainly confirmed that we are moving in the right direction.

2. **Changes for the New Term in September in International School and KBSM**

2.1 **New organization chart for the International School**

- **Principal:** Ms Agalya Balaaguru
- **Deputy Principals:**
  - Ms Natalie O'Connor (Junior and Pre-school)
  - Pn Zaliyah Gazali (Senior, Yr 7-11)
- **Head of Infant School** (Pre-school, Yr 1 & Yr 2):
  - Mrs Puvaneswary Mahendran
- **Asst. Head of Infant School** (Pre-school, Yr 1 & Yr 2):
  - Ms Susan Chai
2.2 New School Times for International School / SR / SM Tenby

The school times have been adjusted to ensure that dismissal times are more uniform.

<table>
<thead>
<tr>
<th>Days</th>
<th>Senior</th>
<th>Junior</th>
<th>Year 1 / Year 2</th>
<th>Pre-School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon - Wed</td>
<td>8.00am - 3.30pm</td>
<td>8.00am - 3.10pm</td>
<td>8.00am - 1.20pm</td>
<td>8.30am - 12.30pm</td>
</tr>
<tr>
<td>Thursday</td>
<td>8.00am - 2.15pm</td>
<td>8.00am - 2.10pm</td>
<td>8.00am - 1.20pm</td>
<td>8.30am - 12.30pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2.30pm - 3.30pm - extra classes for elective Mandarin / Tamil / French</td>
<td>-</td>
</tr>
<tr>
<td>Friday</td>
<td>8.00am - 12.45pm</td>
<td>8.00am - 12.45pm</td>
<td>8.00am - 12.20pm</td>
<td>8.30am - 12.00pm</td>
</tr>
</tbody>
</table>

With this new time table, the co-curricular time for the seniors has been reduced from 2 hours to 1 ¾ hours. The new dismissal times will take effect for all 3 schools beginning 24 Aug 2009.

3. Invoice for Autumn Term

Invoice for the Autumn term (August-December) has been issued through your child/ward. Payments should be made before the term starts on 24 Aug 2009 (SR/SM Tenby) and 1 Sept 2009 (International School and Pre-School). Office is open from Monday to Friday, 8.00 a.m. - 4.30 p.m.

Please also be reminded that notice of withdrawal from school must be given 1 term in advance. Failure to do so will result in the deposit being forfeited (Please refer to the conditions in the Admission form).

4. Sale of Books

For students in the International School, books are on sale in the school from 17 Aug 2009 onwards (Monday to Friday from 8.30 am - 4.00 pm). The booklist has been issued.

5. Invitation to Parents' Evening

5.1. Meeting with the teachers

Date : Thursday, 23 July 2009

Time : Year 1 – Year 10
       KBSR 1 – KBSR 6
       KBSM 1 – KBSM 5

       Session 1: 3.00 pm – 5.00 pm
       Session 2: 5.30 pm – 7.00 pm

Place : Please refer to the plan attached for your child’s classroom. If you wish to speak to the subject teachers, please refer to the plan to see where they are based.

Parents/guardians will be able to collect the examination scripts and the assessment reports of their child/ward. Uncollected assessment reports and examination scripts will be returned to your child/ward on the last day of school or may be collected from the office during the holidays between 8.00 a.m. and 4.30 p.m. (Monday – Friday).
5.2. **Dismissal times for 23 July 2009 (Thursday)**

To enable the school and the teachers to prepare for the Parents’ Evening, dismissal for students on Thursday, 23 July 2009 will be as follows:-

<table>
<thead>
<tr>
<th>CLASSES</th>
<th>DISMISSAL TIME</th>
<th>NB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1 / Year 2 / KBSR 1</td>
<td>11.30 a.m.</td>
<td></td>
</tr>
<tr>
<td>Year 3 – Year 6</td>
<td></td>
<td>Mandarin and Tamil classes will be cancelled.</td>
</tr>
<tr>
<td>KBSR 2 – KBSR 6</td>
<td>12.00 p.m.</td>
<td></td>
</tr>
<tr>
<td>Year 7 – Year 10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KBSM 1 – KBSM 5</td>
<td>12.00 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

5.3. **Dismissal time for Friday, 24 July 2009**

25 July 2009 (Friday) is the last day of the academic year for the International school and the last day of the second term for the SR Tenby and SM Tenby.

For the last day of school, dismissal will be as follows:-

<table>
<thead>
<tr>
<th>CLASSES</th>
<th>DISMISSAL TIME</th>
<th>NB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1 / Year 2 / KBSR 1</td>
<td>11.00 a.m.</td>
<td></td>
</tr>
<tr>
<td>Year 3 – Year 10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KBSR 2 – KBSR 6</td>
<td>11.30 a.m</td>
<td></td>
</tr>
<tr>
<td>KBSM 1 – KBSM 5</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6. **August Holidays Activities**

During the July/August holidays, the following activities will be held in the school:-

<table>
<thead>
<tr>
<th>No</th>
<th>Date</th>
<th>Activity</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>27/7/09 (Monday) - 31/7/09 (Friday) 3/8/09 (Monday) - 7/8/09 (Friday) 9.00 a.m. - 1.00 p.m.</td>
<td>Pre-School Summer Camp</td>
<td>Tenby Kindergarten at No. 47, Jalan Tun Dr. Ismail, Ipoh</td>
</tr>
<tr>
<td>2</td>
<td>27/7/09 (Monday)- 30/7/09 (Thursday) 8.00 a.m. - 12.30 p.m.</td>
<td>Intensive Revision for KBSR 6 for UPSR exam</td>
<td>School classrooms</td>
</tr>
<tr>
<td>3</td>
<td>27/7/09 (Monday) - 31/7/09 (Friday)</td>
<td>Revision classes for PMR and SPM</td>
<td>School classrooms</td>
</tr>
<tr>
<td>4</td>
<td>10/8/09 (Monday) - 14/8/09 (Friday)</td>
<td>Perak State PMR trial exam</td>
<td>School classrooms</td>
</tr>
<tr>
<td>5</td>
<td>10/8/09 (Monday)- 14/8/09 (Thursday) 9.00 a.m. - 1.00 p.m.</td>
<td>School Choir participating in the National Championship for Private Schools organized by Ministry of Education</td>
<td>Putrajaya</td>
</tr>
<tr>
<td>6</td>
<td>27/7/09 (Monday) - 31/7/09 (Friday) 9.00 a.m. - 2.30 p.m.</td>
<td>Editorial Team’s Student Work Sessions for school magazine “ANTARA”</td>
<td>School classrooms</td>
</tr>
</tbody>
</table>
7. **Quarantine for H1N1**

The holidays are starting and some of you will be going overseas for your holiday. As a precautionary measure if you visit any of the countries affected by the H1N1 epidemic, please ensure your child/ward observes a week-long self quarantine before being allowed to attend school.

Some of the schools, both international and local, have had to close because of H1N1 and we would not like for this to happen in our school. Thank you for your kind understanding and cooperation. On behalf of the school, I would like to wish all of you 'Happy Holidays' and see you back on 24 Aug 2009 (SR/SM Tenby) and 1st Sep 2009 (International School & Pre-School).

Thank you.

Yours sincerely,

Mdm Lee Yam Sei (Mrs Lai)
Director
PARENTS’ EVENING
(Thursday 23 July 2009)
SCHOOL LAYOUT PLAN

SM TENBY, IPOH

International Classrooms

KBSM 3

KBSM 4

Art Room

KBSM 2

Sc Lab

Sc Lab

Sc Lab

Staircase

Toilet

Double-Storey Block

Jalan Watson Gate

Double-storey Staff Room Block

KBSM 5

KBSM 1

Staff Room

Staff Room

International Classrooms

CANTEEN
Students will be in the following classes:

- **KBSR 1A** and **KBSR 1B** will be in their own classrooms.
- **KBSR 2A** and **KBSR 2B** will be in KBSR 2A.
- **KBSR 3A** and **KBSR 3B** will be in KBSR 3A.
- **KBSR 3C** will be in KBSR 3C.

- **KBSR 4A** will be in KBSR 4A.
- **KBSR 4B** will be in KBSR 4B.
- **KBSR 4C** will be in KBSR 4C.
- **KBSR 5A** and **KBSR 5B** will be in KBSR 6A.
- **KBSR 6A** and **KBSR 6B** will be in KBSR 6B.