



17 July 2020

Dear Parents/Guardians,

UPDATE ON PG FEATURES

As mentioned earlier, the school will discontinue the practice of printing letters for parents from 1 July, as we embark on the digital journey to use Parents Gateway (PG) mobile app to disseminate information. To date, we have reached more than 90% onboarding rate of our parents. We would like the remaining parents to come-on board this digital platform so that you can support your child in his/her education journey through closer interaction and communication with the school.

Update on PG Features

Please be informed that PG has been enhanced with the following functionalities to support better administrative efficiency:

- a) Update your own contact information (mobile numbers, residential numbers, other contact numbers as well as email addresses) via the PG app.
- b) Edit your child's initials and color code to allow you to identify each child easily if you have more than 1 school going child under PG.
- c) Push Notification alert and/or email notifications when any announcement or consent form is sent to you. To receive push notifications, kindly ensure that you have downloaded the latest version of the PG and that you are logged in to PG with the notification option for PG being enabled in your phone settings. For email notifications, ensure that you turn on the "receive email notifications" under Profile > Notifications under PG.

New features on the PG app will be automatically updated on your devices if you have enabled the auto-update feature. Otherwise, you can also update the PG app through Apple App Store or Google Play Store to enjoy these features. Please visit this website (<https://pg.moe.edu.sg>) for more information about PG Application.

For parents who are unable to access PG due to some unforeseen circumstances, we will be sending SMS to notify you to check the school website for updates. If you have any questions on the PG App, please contact the following staff at 6899 2779.

- 1) Mr Andy Lam, HOD/ICT
- 2) Ms Lee Siu Yuen, Head/Admin

Thank you for your support.

Yours sincerely,

MR SEET TIAT HEE
PRINCIPAL

**This is a computer generated letter. No signature is required.*