



St. Joseph's Institution

Looking Forward Since 1852

27 December 2017

Dear Parents and Guardians,

Car Decal

1 In our efforts to enhance the safety and security in the school, parents who drive into the school compounds to drop off /pick up their children will be required to have an SJI identification displayed on their vehicles.

2 This **vehicle decal requirement will be effective from 22 January 2018** (Week 4 of 2018). Parents without the SJI car decal prominently displayed on their vehicle windscreen will not be permitted to drive into the school.

3 Car decals for parents and guardians:

Price:	\$5.00 each. Subsequent decals will be at \$10.00. Only 2 decals (max) per family
Payment by:	Cash only
Validity:	One year (Jan to Dec 2018)
How to apply:	<ol style="list-style-type: none">1. Print the attached application form OR Obtain application form from Student Services Section2. Submit completed application form together with cash payment to the Finance Department3. Acknowledge receipt of decal issued on application form4. Application begins from 2 Jan 2018 (9:00 a.m. to 4:00 p.m. from Mon – Fri) <p>Note: One application form per decal</p>

4 If you wish, Parents / Guardians may submit the application form with the exact payment for the decal through your sons/ daughters / wards.

5 School Gates Opening and Closing Times

We also wish to advise you on the timings for the opening and closing of our main school gates along Malcolm Road. We appreciate your understanding that the timings are to allow us to step up on the security of the school premises. We will however adjust our timings for the opening and closing of the gates when it rains.

A School of the De La Salle Brothers

Enabling youth in a Lasallian community to learn how to learn and learn how to live;
empowering them to become men & women of integrity and men & women for others.

38 Malcolm Road, Singapore 308274
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Session	Gate Location	Days	Opening / Closing
Morning	Whitley Road & Malcolm Road	Mon to Fri (except Thu)	Gates open at 6:30 a.m. Gates close at 7:30 a.m.
		Thu	Gates close at 8:00 a.m.
Afternoon	Malcolm Road	Mon to Fri	Gates open from 1:00 p.m. to 3:00 p.m.
			Gates open from 5:00 p.m. to 6:30 p.m.
			Gates close after 6:30 p.m.

We appreciate your cooperation with our traffic wardens during the peak hours, as this is to ensure the safety of all our students and staff at SJ.

6 We look forward to your continued support in our mission of educating your children to become men and women of integrity and men and women for others. Thank you.

God Bless.

Yours sincerely,



Fr (Dr) Adrian Danker, SJ
Principal