



OUTRAM SECONDARY SCHOOL

3, York Hill, Singapore 168622 Tel: 6733 4077 Fax: 6235 2337

INFORMING SCHOOL OF CHILD'S / WARD'S TRAVEL PLANS

Name of Child/Ward: _____

Class: _____

Index No: _____

Please tick accordingly:

My child/ward will be travelling to the following country/city during the Year-End holidays.

The details are listed below:

Country and City of Intended Travel e.g. Malaysia / Penang, e.g. Thailand / Bangkok	Period of Travel	
	Trip Start Date (dd/mm/yyyy)	Trip End Date (dd/mm/yyyy)

Important Notes:

1. You need not fill in the form if you are submitting your travel plans using Parents' Gateway.
2. Where possible, please also provide details of country/city and date of transit if your child/ward will be stopping over at any other country/city while travelling.

Name of Parent / Guardian: _____

Relationship to student: _____

Signature: _____

Date: _____