

Academic Office
ISS International School
21 Preston Road
Singapore 109355

Authorization for Parent Appointed Adult (PAA)

This is to confirm that I, the parent, have appointed the following person as my representative to *attend ISS school events, request for student information and sign the 'Standard Private Education Institution (PEI) Student Contract'* on my behalf. This authorisation is valid until the said student is no longer a student of ISS International School, or a written notice of termination is submitted by me to ISS International School, whichever is earlier.

Thank you for your attention on this matter.

Name of Student: _____ **Grade:** _____

Name of Representative (PAA): _____

NRIC/Passport Number of PAA: _____

Contact Number of PAA: _____

Email Address of PAA: _____

Local Address of PAA: _____

Residential Address of Student: _____

(If not living with PAA)

Yours truly,

Name of Parent: _____ **Contact Number:** _____

Passport Number: _____

Signature of Parent: _____

Date: _____

Acknowledgement

ISS understands that the student's family may or may not have a contractual relationship with a Parent Appointed Adult (PAA). ISS makes every effort to ensure that relationships between students and Parent Appointed Adult are successful, all parties are urged to clarify expectations before deciding on a Parent Appointed Adult for their child.

Expectations of Parent Appointed Adult (PAA)

Parent Appointed Adult should understand the ISS philosophy and mission statement and is willing and able to work with the school to achieve its objectives for every student.

Parent Appointed Adult is able to build a rapport and work well with students, their parents and the school. While understanding of ISS school policies, rules and regulations and will help the student to abide by them i.e. attendance policy, dress code, homework policy etc. Parent Appointed Adult should keep parents informed of any changes in school policy.

Parent Appointed Adult should be easily accessible to the school and the students in their care, he/she will respond quickly and maintain regular communication with both school and parents to provide feedback or just to check up on the students.

Parent Appointed Adult should provide a stable and positive living conditions that support the student learning and development. A safe clean and comfortable home environment which is conducive to a student's academic success and wellbeing is crucial for holistic development of the student.

Name and Signature of Parent Appointed Adult: _____

Date: _____