



To : Parents of children attending EETC programme
 From : Stella Wong, Executive Director
 Re : Arrangements from now until CNY; Special arrangements during the weeks of Case Meeting & Parent Conference (Circular No. WDM001/2021)
 Date : 12th January 2021

Dear parents,

Warmest greetings!

At the beginning of the year, may I wish you and your family a happy new year, filled with good health, love and peace!

As you are aware, the COVID-19 situation is still unstable, with the confirmed cases fluctuating between 30 – 60 for the past 2 weeks. In view of this, we would like to have the following arrangements until Chinese New Year:

- Continuation of “zoom” groups
- Continuation of in person individual training at parents’ discretion.

Your child’s **current schedule** will continue until 10/2/2020. All services will be suspended for CNY break starting from 11th Feb until 19th Feb.

- For service arrangements after CNY break, please look out for email that we will send home around beginning of the February.

As you may know, our children will be evaluated twice yearly, so that we can closely monitor their progress. Times flies. With the first term coming to the end very soon, our therapists and teachers have started assessing the children on their previous IEP goals and will be having case meetings to formulate subsequent goals for the rest of the year.

Due to the fact that our teachers and therapists require time to have team meetings to review and set up new IEP goals as well as to attend parent conference to report to you the progress of your child, some special arrangements need to be made. They are as follows.

1. From 25th January to 29th January 2021 – Case Meeting Week

Teachers and therapists meet to review assessment results and to work out a draft IEP goals.

Groups (zoom)	Teacher Training (Ind.)	Occupational Therapy	Speech Therapy		Physiotherapy	Music/Yoga Therapy		OPRS
			Group (zoom)	Ind./Pair up		Group (zoom)	Ind./Pair up	
Yes	no	no	yes	no	no	yes	yes	no

2. From 1st to 5th February 2021 – Parent Conference Week

At parent conference, assessments are reviewed and goals are prioritized with parents’ inputs for the next 6 months

Groups (zoom)	Teacher Training (Ind.)	Occupational Therapy	Speech Therapy		Physiotherapy	Music/Yoga Therapy		OPRS
			Group (zoom)	Ind./Pair up		Group (zoom)	Ind./Pair up	

Yes	no	no	yes	no	no	yes	yes	no
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Parents conferences are scheduled on the week of 1st February 2021 and details about your conference date and time will be sent to you shortly. At the parent conference, apart from verbally reporting to you the progress of your child, we will also review the IEP (Individual Education Plan) for the 2nd term.

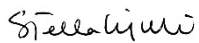
Due to the Covid-19 pandemic, all parent meetings will be held virtually with Zoom. If you wish to have a face to face meeting with our team, please do not hesitate to let Ms. Pinky, our Administrative Secretary know.

3. Collection of New IEP

The new IEP will be ready for pick up starting from the week of 8th Feb 2021. You or your helper can collect the document from the teacher when your child comes to Watchdog.

Should you have any questions regarding the above arrangement, please call your class teacher or me at 2521-7364. Thanks very much.

Best wishes,



Stella Wong
Executive Director