



基立学院 JUBILEE CHRISTIAN ACADEMY

Saved to serve with love and excellence for the Great Commission.

DATE : JANUARY 7, 2021

TO : PARENTS / GUARDIANS OF PRESCHOOL

FROM : MRS. CAROL B. SEMING
Principal, Preschool Department

SUBJECT : SECOND SEMESTER CHINESE WRITING SHEETS

A blessed and happy new year to everyone!

The second semester Chinese writing sheets are available for pick up at the E. Rodriguez Campus from January 13 to January 15, 2021, 8:00 am-11:00 am.

For old students, these Chinese writing sheets were included in the year-end envelopes for School Year 2019-2020 that were distributed last October, 2020. If the envelopes were not picked up yet, they would have to be picked up. For new students, School Year 2020-2021, the Chinese writing sheets will have to be picked up. Pick-up can be done through the following options

1. Option 1 - Pick up the practice sheets at the E. Rodriguez waiting area.
2. Option 2 - If using transport services:
 - 2.1 Inform the Bookstore personnel through email at bookstore@jca.edu.ph at least one day prior to booking
 - 2.2 Book your choice of transport service on the scheduled date and time
 - 2.3 Pin E. Rodriguez Gate
 - 2.4 Indicate contact person - Sandra De Guzman
 - 2.5 Indicate contact number - 092564091643

Please observe the following entry and exit guidelines:

1. Use only the E. Rodriguez gate for entrance and exit.
2. Wear face mask and face shield upon entry and at all times while in campus
3. Have temperature scanned upon entry into school premises
4. Wipe footwear on the disinfecting floor mat
5. Apply sanitiser / alcohol on the hands
6. Maintain the one meter social distancing

Thank you for your kind cooperation.