



PEIYONG PRIMARY SCHOOL

School Vision: A School with PRIDE

School Mission: Building Character, Enriching Lives, Stretching Potential

Keeping in Touch Letter to Parents 01/2018

02 Jan 2018

Dear Parents/Guardians,

Welcome Back to School

We would like to wish you and your family a Happy New Year and a warm welcome to parents of our Primary 1 students as well as all those who have just joined the Peiyong family. My staff and I hope that you and your family have had a restful and meaningful break over the school holidays. We would want to thank parents/guardians for their support and look forward to a fruitful partnership in 2018.

Parent-Support Group

The school would like to express our sincere appreciation to our team of parents from our Parent-Support Group for their help with our Primary 1 students at the beginning of the school term as well as their active support for the Year 2017.

Parents who wish to join our Parent-Support Group can download a copy of the application form from the school website or request for a form from the General Office through your child. The completed form can be submitted to the General Office.

Staff Movement

A warm welcome to the following new staff who have joined the Peiyong family.

Name	Designation
Mdm Nisha Keshyap (Mrs Ling)	HOD/EL
Mdm Loy Su Ann	LH/Sc
Mrs Fan-Lee Bee Yan Jennifer	Teacher
Mdm Ng Yuet Ling	Teacher
Mr Joel Quek Zhu Hui	Teacher
Mdm N Chandira (Mrs Menon)	Teacher

Mrs Joanne Soo, LH/SC, has been posted to Nanyang Primary School and Miss Sheila Tay to Waterway Primary School. We would like to thank them for their service to the school.

2017 PSLE Results

The school has again attained very commendable results for PSLE 2017. All students offering 4 standard subjects were eligible for placement in secondary schools. We would like to commend all teachers, students and parents for their dedicated support of the students.

School Achievement

We are proud to share with you that the achievement of our students in the following competition which was held in November 2017

National Robotics Competition 2017: 1st Runner Up

- Oh Shao Ze (P4)
- Edan Yan Xuhui (P4)
- Denise Wan Xi Mun (P4)

N6 Cluster Media and Design Festival

Overall: 1st Runner Up

Videography (Upper Primary): Champion

Tan Dong Yi (P5)

Che Hong Seng (P6)

Sebastian Soh Poh Seng (P6)

3D Animation (Upper Primary): Commendations

Teh Lok Shin (P5)

Lim Guan Yu Kendrick (P5)

Loo Tian Zhi (P5)

Robotics Challenge (Upper Primary): Recognition Award

Tan Hng Wu (P5)

Lau Jie En (P5)

Tay Zun Meng Lincoln (P5)

Ryan Ang Jun Kai (P5)

Term 1 School Calendar

Date	Events / Activities	Remarks
Fri 5 Jan	Temperature Taking Exercise	Please ensure that your child brings his/her thermometer to school
Fri 2 Feb	Briefing for parents of P4 & P6 students	P4: 2.30pm to 4.00pm P6: 4.00pm to 5.30pm Details will be released later.
Thu 15 Feb	Chinese New Year Celebrations	Dismissal will be at 9.40am.
Fri 16 Feb & Sat 17 Feb	Chinese New Year (CNY)	Public Holidays
Mon 19 Feb	Chinese New Year	School Holiday Mon 19 Feb will be a school holiday in lieu of CNY on Sat 17 Jan.
Sat 10 Mar to Sun 18 Mar	First Term School Holiday	
Mon 12 Mar to Wed 14 Mar	P5 Camp	Details will be released later.

Continual Assessment (for Primary 6 students only)

Mon 26 Feb	Higher Mother Tongue (During Higher Mother Tongue lessons)
Tue 27 Feb	English / Foundation English (Paper 1 / 2)
Wed 28 Feb	Mathematics / Foundation Mathematics
Thu 1 Mar	Mother Tongue Languages (Paper 1 / 2) / Foundation MTL
Fri 2 Mar	Science / Foundation Science

Co-Curriculum Activities (CCA)

Volleyball, Netball and Sepak Takraw CCAs will commence earlier in Term 1, Week 2 because students need to prepare for the Zonal Competitions.

Co-Curricular Activities: Sepak Takraw, Volleyball & Netball, Contemporary Dance & Angklung Ensemble

Day	Duration	CCA
Every Monday & Friday	Monday: 2.15pm to 4.15pm Friday: 1.40pm to 3.40pm	Sepak Takraw
Every Wednesday & Thursday	Wednesday: 2.15pm to 4.15pm Thursday: 1.40pm to 3.40pm/ 3.30pm to 5.30pm	Volleyball
Every Tuesday & Friday	Tuesday: 3.30pm to 5.30pm Friday: 1.40pm to 3.40pm	Netball
Every Wednesday & Friday	Wednesday: 2.15pm to 4.15pm Friday: 1.40pm to 3.40pm	Contemporary Dance
Every Wednesday & Friday	Wednesday: 2.15pm to 4.15pm Friday: 1.40pm to 3.40pm	Angklung Ensemble

The SwimSafer Programme for P3 to P6 students will be on Fridays, 1.40pm to 3.40pm and it will commence on Fri 19 Jan. Details for participation will be given at a later date.

All other CCAs will commence Term 1, Week 3.

Activities Outside Curriculum Hours

Supplementary/ Remedial Classes

We would like to inform you of the commencement of the Supplementary/Remedial Classes which are held outside curriculum hours. Please take note of the relevant dates and times for your child. Whenever your child/ward has activities other than those mentioned, he/she will be given a consent

Day	Day	Remarks	Duration
Starting from Mon 8 Jan (Term 1 Week 2)	Every Monday	Higher Mother Tongue Classes (For P5 & P6 students)	2.10pm to 3.10pm
		Foundation Mathematics (For P6 students)	2.10pm to 3.10pm
		Std MTL (For P6 W students taking 3F1S)	2.10pm to 4.10pm
Starting from Tue 16 Jan (Term 1 Week 3)	Every Tuesday	English, Mathematics & Science (P5 and P6 students) Please note that there will be no after school classes on 30 Jan for the P5 & P6.	1.40pm to 3.40pm
Starting from Tue 16 Jan (Term 1 Week 3)	Every Tuesday	Remedial Classes (For selected P4 students)	1.40pm to 3.40pm
Starting from Thu 18 Jan (Term 1 Week 3)	Every Thursday	Chinese Language, Malay Language & Tamil Language (For P5 & P6 students)	1.40pm to 3.40pm
Starting from Thu 8 Feb (Term 1 Week 6)	Every Thursday	Remedial Classes (For selected P2 & P3 students)	P2: 1.40pm to 3.15pm P3: 1.40pm to 3.30pm

form. All consent forms must be duly signed and returned to the respective teachers before the commencement of the activities. The details of the activities (venue, teacher-in-charge, time & duration) must be noted.

Details of the P2, P3 & P4 remedial classes for selected students will be released at a later date.

Channels of Communication

The school would like to maintain regular communication with you and we strongly encourage you to read all the letters/notifications from the school so that you can keep abreast on the latest developments in our school.

Parents are strongly encouraged to use the Student Handbook to communicate with teachers who will respond to the messages in the handbook accordingly.

If queries are sent to teachers via email, we seek parents' understanding that teachers will try their best to respond on the next working day. However, there are occasions when teachers may not have access to their email and hence, there may be a delay in answering the email. In addition, we seek your understanding that teachers will not be able to respond to parents' and students' queries during the weekends. Please contact them during regular school hours, or contact the school's General Office for assistance for urgent matters if teachers are not contactable.

The school encourages teacher-parent communication. However, teachers are not expected to provide their personal telephone number to parents. Should parents have access to a teacher's personal contact numbers, we would like to advise parents to use the contacts only for important and urgent matters. We would like to appeal to parents to respect the privacy of teachers and limit the calls to office hours on weekdays. We would appreciate your cooperation in this matter.

Close communication and collaboration with our parents is of utmost importance to us as it is vital to our students', your children's, development. Thus the school would like to inform you of the various channels of communication (refer to Annex 1) that you may wish to utilise to communicate with us or to give us your feedback for our continual improvement. With the family support and partnership with the school, our students will have a meaningful and enriching experience at Peiying.

Student Handbook 2018

The Student Handbook is a platform for communication between parents/guardians and teachers. We would like to encourage all parents/guardians to check your child/ward's handbook everyday as all our students record their homework and notes from the teachers in it. If your child/ward does not have any homework entries in the handbook for several consecutive days, please do clarify with the teacher(s) concerned.

If you need to contact your child/ward's teacher, you may write a note in your child's handbook to show it to the class teacher. The handbook is an effective communication tool as teachers may not be at their desks at all times to receive or make calls.

Your child/ward should purchase a copy of the Student Handbook from the school bookshop by the end of January. It is priced at \$4.20 per copy.

Student Well-Being Needs Survey Forms

The school has a central database for all student information. Each year, we would be requesting parents/guardians to provide us with some latest information relating to your child/ward so that we can provide the necessary support and forge closer partnership with you. To facilitate this, we have attached a Student Well-Being Needs Survey Form 2018 and an Individual Student Details Form with a Student Medical Record Form together with this letter for your input. Kindly check through the information and update the information where necessary. It would be much appreciated if the three forms are submitted to the Form Teacher, through your child/ward, **by Friday, 5 Jan 2018**

Please notify the Form Teacher as soon as possible whenever there are changes/additions to home, office, emergency phone numbers, addresses and other relevant information throughout the year. This is vital to ensure on-going and prompt correspondence with parents/guardians.

Gifted Education Programme (GEP) Identification Exercise 2018

Please note that the tentative dates for the GEP Identification exercise for P3 students are as follows:

- Fri 24 Aug 2018: GEP Screening Exercise (English Language and Mathematics)
- Tue 16 & Wed 17 Oct 2018: GEP Selection Exercise (English Language, Mathematics and General Ability) for shortlisted students

Temperature-Taking Exercise & Well-Being of Students

This is just a gentle reminder that as part of the measures to maintain schools' preparedness to resume the temperature-taking regime should there be a need to, a temperature-taking exercise will be conducted by the school on Fri 5th Jan. This temperature-taking exercise will also serve to educate students on the need to take personal responsibility for their own health and practise social responsibility.

For students from Primary 2 to 6, the class form teacher will be conducting a thermometer check on Thu, 4th Jan. We would like to seek your assistance in ensuring that your child/ward brings his/her personal Oral Digital Thermometer to school and that it is in working condition.

Please note that a one-time issue of thermometer, free of charge, will be given to all P1 students in 2018. The thermometers will be issued by the Form Teacher on the day of the temperature-taking exercise.

We would like to appeal to all parents/guardians to continue to exercise social responsibility. If your child/ward is unwell, please seek medical attention for him/her soonest and ensure that your child/ward is well before returning to school. Please also help to reinforce on personal hygiene and encourage your child/ward to practise good personal hygiene at home. Your understanding and cooperation in this matter would be much appreciated and this would complement what our school is doing to inculcate values of personal and social responsibility.

Security & Safety Issues

Safety and security in the school are of utmost importance to us and the school has put in place safety and security measures to ensure the safety of all our students. We seek parents'/guardians' co-operation and partnership in providing a safe environment for all our students.

This is a reminder to students coming from Yishun Ring Road (Blk 790 to 799) to enter the school through passenger gate (Gate 1A) next to vehicular gate (Gate 1) without having to cross the vehicular gate (Gate 1) in the morning. For safety reasons, we would like to seek parents'/guardians' cooperation in ensuring that your child/ward does not cross the vehicular gate.

The school has made provisions for parents to drive in and drop off their children from 6.50am to 7.30am. During this time, you may drive into the school via Gate 2 entrance and allow your child/ward to alight at the drop-off point near the front porch before turning right and exiting the school via Gate 1. To alleviate the possible heavy traffic situation within the school compound and along the HDB service road outside the school, we seek your kind cooperation in ensuring that your child alights quickly and safely at the porch. Please see Annex 2 for details.

We would also like to remind parents/guardians to use the designated zebra crossing at Blk 806 to cross the road with your child/ward if you are coming from areas around Blk 800 to 806. We would like to appeal to all parents/guardians to ensure that your child/ward does not dash across the road but use the allotted zebra crossing as there are many cars turning in from Yishun Ring Road between 7.00am to 7.25am.

We would also like to urge parents who cycle to school with your child/ward to exercise caution as you approach the gate as vehicles are moving out of vehicular Gate 1.

For security reasons, Gate 1A will not be opened during school dismissal.

Dismissal

For an orderly dismissal, our students are dismissed by level to avoid congestion at the sheltered walkway at Gate 3. Hence, the students may take a slightly longer time to reach the school gate during dismissal. We seek your understanding in this matter. We would like to appeal to parents/guardians to wait for your child/ward at the void deck of Blk 808.

The first two weeks of school can be daunting to our new P1 students and hence, the school has put in processes to ensure smooth transition into the school. One of them would be to facilitate the dismissal process. We would be dismissing the P1 students before we dismiss the students from the other levels. Hence, we would like to seek your understanding and patience if you have to wait a little longer to pick up your child in the first two weeks of school. We would also appreciate it very much if parents could give priority access at Gate 3 to parents of P1 students so that they can pick up their child with the greatest convenience.

Other matters

a. Visitor Sign-in

Parents/Visitors intending to enter the school are required to enter and exit through Gate 1 only. They are to register at the Guard Post at Gate 1 and obtain a visitor's pass (red coloured).

b. Visitor's Pass (Red)

After obtaining a visitor's pass, parents/visitors have to proceed to the General Office for assistance or to the bookshop to make purchases. We would like to seek parents'/guardians' cooperation and understanding **NOT** to enter the school between 9:10am to 10:40am (on Tuesdays, Thursdays and Fridays) and 9:40am to 11:10am (on Mondays & Wednesdays) as these are the periods when our students have their recesses. The safety and security of our students is of paramount importance to us.

c. Special Lunch Pass

The school would like to reiterate that students who need to stay back for school activities are **NOT** allowed to leave the school premises at dismissal time. Students are to take their lunch in school.

If your child/ward goes home for lunch before coming back to school in the afternoon for any activity, a special Lunch Pass will be issued to your child/ward to go home for their lunch before they return to school to resume after school activities such as CCA or supplementary classes in the afternoon. This is to ensure the safety of our students and that they are present in school for the planned school activity. This Lunch Pass is for students who go home for lunch only.

The special lunch pass application form can be obtained from the General Office. Alternatively, you can download a copy of the form from our school website. Please submit the form duly signed by you and submit it to the General Office by **Friday, 5 Jan.**

We seek your understanding and cooperation in this matter.

d. Payment of Fees

If you wish to make payment of fees at the school office, we seek your cooperation to do so by **2.00pm** so that the school can have time to process the collection.

We look forward to working with you in the coming year and welcome your support as always so that we can provide a wonderful learning experience for our students.

Thank You.

Yours faithfully,

Mr K. Govindan
Principal

-----Please Detach-----
Please return the acknowledgement slip below to your child's form teacher by Fri, 5 Jan.

Letter to Parents 01/2018 – Keeping In Touch

Name of Student	Class	
Name of Parent	Parent's Signature & Date	Contact Number

School Communication Channels

Channels of Communication	School with Parents	Parents with School
Telephone : 62575684 (Office)	✓	✓
Email : peiyong_ps@moe.edu.sg	✓	✓
Website : http://www.peiyongpri.moe.edu.sg	✓	
Student's Handbook : Refer to details in the letter	✓	✓
Letters : From school and/or from the various departments	✓	✓ (anonymous letters will not be entertained)
Short Messaging System (SMS)	✓	
School Notification and Attendance App (SNAAPP)	✓	
Class Newsletters	✓	
For meeting with any School Personnel (Teaching & Non-teaching), please kindly make appointments to ensure that our staff is available to meet up with you.		✓

