



TECK WHYE PRIMARY SCHOOL
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LETTER FROM THE PRINCIPAL

4 January 2016

Dear Parents and Students

- Happy New Year! May this year bring with it new opportunities for our growth and the strengthening of the many important relationships in our lives. Our school has been making steady progress year on year and we shall continue to forge ahead in 2016.

Welcome to Teck Whye Primary!

- As tradition in our school, we welcome our new Primary One cohort and students who have joined us. We also have new staff with us and staff who have taken on new appointments within the school. These are reflected in Table 1 below. We wish them the best as they make their contributions in nurturing our Teck Whyeans. In addition, we bid farewell to our students and staff who have left us and wish them many successes in their future endeavours.

Table 1: Staff Movement and New Appointments

Names of New Staff	Designation
Mdm Sherene Tan Sin Min	Music and English Language Teacher
Miss Jolene Tan	PE and Math Teacher
Mr Ang Yulong Victor	Science and Math Teacher
Miss Yeong Shook Fern	English Language Teacher
Mr Harcharan Singh	English Language Teacher
Ms Tan Siew Choo	Chinese Language Teacher
Names of Staff	New Appointment
Mr Shamsudin B Hashim	Senior Teacher Physical Education
Mdm Nerwati Ismail	Senior Teacher Mathematics
Names of Staff who have left	
Miss Woo Shirong	English Language Teacher
Mrs Nicola Ho	Music and English Language Teacher

Strategic Directions of the School – Your Role

- Throughout 2015, I have been sharing the school's Strategic Directions in parts. Over the course of this year, I will outline how you can play your part for each of the Strategic Thrusts. I hope you will give your fullest support and consciously remember that you are an integral part of the school and its progress. We move forward together as one.
- I will start with Strategic Thrust 1 in this letter - Providing a **balanced curriculum** that emphasises **strong fundamentals** and **future learning**. There are essentially 3 main components to the first thrust (i) balanced curriculum; (ii) strong fundamentals; and (iii) future learning. What can you do to support?
- Firstly, be aware that using education with the sole aim of getting a paper qualification is no longer a sure path to success. However, this is also not to say that academic pursuits are not necessary. The more important point to understand is that a single-minded pursuit of paper qualifications to the exclusion of other development opportunities is likely to limit rather than expand one's opportunities in the future.
- More importantly, students need to be developed with the requisite skills and competencies to be future-ready. SkillsFuture, a national movement to provide Singaporeans with opportunities to stretch and

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develop their fullest potential throughout life, emphasises the point that learning is a life-long endeavor. In addition to knowledge, skills and competencies, students will need to be anchored in a right set of values to navigate a more complex world.

7. Concretely, these are some things you can do.

a. Strong Fundamentals

- i. Monitor your child's study time and completion of homework. It is okay if you cannot teach but you will be playing a big part just by ensuring that your child diligently completes assigned work and hands them in on time.
- ii. Praise your child's effort and link effort to successes. Failing can be a learning opportunity and it is alright to fail. However, it is not alright to accept failure as a norm with no plan for additional effort or a plan for improvement. When they fail, encourage them and discuss with them how they are going to adjust their approach. Suggest that they talk to the teachers for study tips.
- iii. Encourage frequent reading, writing and Mathematics practice. They are essential and important ways to exercise the brain.

b. Balanced Curriculum and Future Learning

- i. Ensure that your child is engaged in a variety of programmes, especially in school, so that he/she can discover his/her talents, interests and passions. For example, instead of returning home and spending time listlessly or watching TV, your P3-6 child could participate in a CCA in school. CCAs are integral and essential to your child's holistic development.
- ii. Emphasise character development at home. Parents are the children's first and most important Character Education teachers.
- iii. Set high expectations but don't chase after every single mark. Instead, ask if your child is confident, relating well to others, able to regulate his/her emotions, and able to make responsible decisions.

PERI Upgrading

8. The PERI upgrading works have been progressing well and the new building is taking shape. Though we have had to put up with the dust and noise, we have worked closely with the contractors to minimise the impact of these. We will continue to monitor the related safety, security and health issues in 2016. I thank all parents, students and staff for their patience and understanding.

Working Together

9. Timetable for Children Every year, I share about setting up a timetable for your child. This is an important part of setting routines and expectations for the new year. You can refer to my January 2015 letter which is available on the school's website for the templates and details. Doing the timetable is only the first step. The children must develop discipline to adhere to it.

10. Upcoming Surveys Later this month, we will be sending out some surveys to gather your feedback and input on three areas that we are thinking about. These are (i) Start of Student Care Centre (ii) Later School Start Time and (iii) Technology Use. I request that you spend some time to complete the surveys so that your voice can be heard on these issues.

11. Attending School Programmes and Events More parents have been attending our school events and programmes over the past few years. I am heartened. I encourage you to continue to do so and if you have not been able to join us so far, do try to at least come for one event this year.

12. Enhanced Family Matters@School This year, we are enhancing our Family Matters@School programme and will be introducing the Positive Parenting Programme (Triple P) and Signposts. These programmes have been proven effective in improving children's behaviour and reducing parenting stress. Though it will require an investment in time on your part, this is an investment in your child's development that is worth making. I hope you participate actively when we send the invitations out.

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13. Communication Channels We have multiple ways to be connected with the school. We have a Teck Whye Primary Facebook page. However, this Facebook page is intended to keep you informed of school happenings and to celebrate and encourage our students. For assistance, feedback and enquiries you can call us, email us or use the mobile app SNAAPP which you can download if you have a smartphone. Those without a smartphone will get SMS notifications from us.
14. Students Out-of-School Behaviour and Appearance If you notice our students behaving well or perhaps not being at their best behavior in public, do tell us. Tell us the good so that we can praise them and use them as examples for others. Tell us the bad so that we can advise and encourage them to do better. Moreover, we want our students to look neat when they go home after school. For example, boys should still have their shirts tucked in and girls should have their pinafore belts clipped.
15. Spirit of Partnership The start of the year is sometimes difficult because people are getting used to new routines, roles and expectations. They are also forming new relationships and getting to know one another – teacher-student; student-student, and teacher-parent. Even child-parent relationships will evolve as the children, being older now, exert their identities more strongly. There is, therefore, an increased chance of tension, miscommunication and misunderstanding.
16. You may have heard the story of the blind men who touch different parts of an elephant and think that they are touching different things. The blind man who feels a leg says the elephant is a pillar; the one who feels the tail says it is a rope; the one who feels the trunk says it is a tree branch and so on.
17. When our children bring back stories or share information with you, they are at times like the blind men presenting only one side of the story. This does not mean that we ignore what our children tell us. However, I think it is critical that we respond with the aim to resolve the issue and not allow our initial emotional reactions guide our actions.
18. Any incident or issue that you bring to my or my staff's attention will be carefully investigated. Resolution times for any incident raised will range from 1 to 21 working days or more depending on the complexity of the case and investigation. When it takes longer, we will keep you updated.
19. We aim to do our best and are conscientious in pursuing excellence. From time to time, we may fall short of your expectations and our own for whatever reason. We then have to make amends, pick ourselves up and move on. In these instances, I seek your graciousness and support so that we can do better. You have as much a stake in the school's progress as we do.
20. Parents, I am always very appreciative of the strong support you give me and my staff. It shows the trust that you have in what we do. As educators, many of us have chosen this profession because we see the importance of nurturing our young for their future and the future of our beloved country. It is a calling not to be taken lightly. Let us continue to work hand in hand to do the best we can so that our children can grow to have outstanding character and thrive in their chosen fields.

Administrative Matters

21. **Please retain the coloured section of this letter for future reference as it contains useful and important information.** Read through the section carefully especially on school closure, curtailment of school hours and dates for meeting teachers. As usual, we are providing most of the key information for the entire year so that you can make the necessary work and care arrangements. Do take note of the various reminders provided.
22. I am excited about this new school year and hope you are too. Together, we can chart a path so that our students can realise their aspirations. Should you have any suggestions, queries or feedback, please call the school at 67691025 or email us at twps@moe.edu.sg.

Yours sincerely

Suraj Nair

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IMPORTANT INFORMATION AND REMINDERS TO NOTE FOR 2016

General Office Operating Hours

Day	Opening Hours
Monday-Thursday	7.30am-5.50pm
Friday	7.30am-4.50pm
Saturday, Sunday and Public Holidays	Closed
School Holidays: Monday-Thursday	7.30am-5.20pm
Friday	7.30am-4.50pm
Eve of the following public holidays - Chinese New Year - Christmas - New Year	7.30am-11.50am

Payment of School Fees

We encourage all parents to pay school fees via GIRO. In the event that you are paying cash, please note that **cash payments can be made in our General Office at the times listed below**. We seek your cooperation to adhere to these timings.

Day	Time for fees payment
Monday	7.30am-1pm; 1.45pm-2.15pm
Wednesday	7.30am-1pm; 1.45pm-2.15pm
Thursday	7.30am-1pm; 1.45pm-2.15pm

Opening of Bookshop Hours

Our bookshop will be open to parents from

Mon –Fri: 10.30am to 12noon and 1.45pm to 3.30pm

As our students will be having recess from 9am-10.30am, parents intending to go to the bookshop are requested to wait near the security post during this period.

Health and Safety

We will be collecting Health Declaration Returns before the end of Term 1. Please fill in the form when you get it carefully and return it to us.

Please ensure that children who are **unwell stay home** and seek appropriate medical attention. Students are reminded to **take good care of their thermometers** and to bring them to school when required.

As we will experience the traditional period of wet weather and then enter into warmer months, you may want to take precautions especially if your children are more susceptible to mosquito bites. For example, you could consider applying a suitable anti-mosquito lotion for your children before they come to school. The school continues to monitor the school grounds and work with neighbouring institutions to ensure that we keep our premises and surroundings free from mosquito breeding.

Local address for students who commute to school from overseas

All students who commute to school from an overseas location MUST have a valid Singapore-based address and contact number. Please update these particulars with the General Office.

Handing of items to school staff

Please note that the school may be **unable to accede to requests to hand items to children once school is in session** i.e. after 7.30am. We encourage all children to spend sufficient time packing their school bags and preparing for school the night before.

Attendance and Punctuality

Students are expected to **attend school regularly and on time**. The school will need to take the appropriate actions if students do not attend school regularly or are persistently late despite the advice given. We seek parents' strong cooperation on this.

2016 School Closure, Holidays and Hours Curtailment

Parents will be informed via a letter and the school website if there are changes. Please make the necessary care arrangements.

School Closure/Curtailment	Dates	Levels affected	Remarks
New Year	1 Jan	All	
TWPS Mini Sports Day for P3 - P6	28 Jan	P1 - P2	No school for P1 – P2 students
Chinese New Year	8 – 9 Feb	All	
March Holidays	12 – 20 Mar	All	
Good Friday	25 Mar	All	
Labour Day	1 May	All	Mon, 2 May, will be a public holiday.
Vesak Day	21 May	All	Mon, 23 May, will be a school holiday.
Student-Parent-Teacher Conference P1- P6 cum Home-based Learning Day	24 May	All	School is closed for all students. Parents of P1 - P6 students can arrange to meet your children's form teachers.
June Holidays	28 May – 26 Jun	All	
Youth Day	4 Jul	All	
Hari Raya Puasa	6 Jul	All	On the eve of Hari Raya Puasa (Tue, 5 Jul), Muslim students may leave at 10.30am.
National Day Celebrations	8 Aug	All	Celebrations will be conducted from 7.30-10.00am. School dismissal will be from 10.00am. The school general office will be closed at 5pm.
National Day	9 – 10 Aug	All	Wed, 10 Aug, will be a school holiday.
PSLE Oral	18 – 19 Aug	P1-5	P6 students to report for examinations
Teachers' Day	2 Sep	All	
September Holidays	3 – 11 Sep	All	
Hari Raya Haji	12 Sep	All	
PSLE Listening Comprehension	16 Sep	P1-5	P6 students to report for examinations
Children's Day	7 Oct	All	
PSLE Marking Days	17 – 20 Oct	All	
Deepavali	31 Oct	All	On the eve of Deepavali (Fri, 28 Oct), Hindu students may leave at 10.30am. Mon, 31 Oct, will be a school holiday.
Admin Day	11 Nov	All	
Student-Parent-Teacher Conference P1- P5	14 Nov	All	School is closed for all students. Parents of P1- P5 students can arrange to meet your children's form teachers
Facilities Upgrading Works	18 Nov	All	School is closed for all levels
Year-end Holidays	19 Nov – 31 Dec	All	

Important Dates for Parents

Parents, we are informing you of these dates early and hope that it will facilitate your attendance where necessary.

Title of Event	Dates	Times	Remarks
Coffee with School Leaders	4 Jan	7.45am – 9.00am	Talk on Understanding the Singapore Educational Landscape for P1 Parents
P1 Curriculum Talk	4 Jan	10.00am – 12.00pm	
P1 Initiation Ceremony Cum Parent Talk	6 Jan	9.45am – 12.45pm	Family Matters@ School Talk on 'Transition to Primary School'
Family Matters@ School(FMS) Parent Workshops:			
1) First Day in School: Preparing your child for P1	9 Jan	9.00am – 1.00pm	For parents of Primary 1 students
2) Preparing your child for PSLE	23 Jan	9.00am – 1.00pm	For parents of Primary 6 students
3) Parenting Talk	23 Feb	11.00am – 1.30pm	For parents of all levels
P3-P4 Curriculum Talk	18 Jan	5.45pm – 6.45pm	For parents of P3-4 students Parents who attended P3-4 Curriculum talk in 2015 need not attend
P5-P6 Curriculum Talk	18 Jan	6.15pm – 7.30pm	For parents of P5-6 students
TWPS Parents' Seminar	2 Apr	7.30am – 11.30am	
P1-6 Student-Parent-Teacher Conference cum Home-based Learning Day*	24 May	8.00am – 4.30pm	You may make an appointment with your child's teacher Students attending with parents are expected to be in school attire.
2017 P1 Orientation Day	12 Nov	9.00am – 12.00pm	Seated by 8.50am
Student-Parent-Teacher Conference P1-5	14 Nov	8.00am – 5.00pm	Parents of P1-5 students, you may make an appointment with your child's teacher Students attending with parents are expected to be in school attire.

* Other than these official slots, do keep in close contact with your children's teachers and make an appointment to meet them where necessary.

School Student Activities for Term 1

Please note that students will be issued with consent forms by the teachers-in-charge for all after school activities.

Activities	Dates	Time	Teacher I/C	Remarks
2016 Orientation Days	4/1 – 6/1	Curriculum Time	Ms Christine Poon	
P1 Initiation Ceremony	6/1	Curriculum Time	Mdm Zuraidah Hamdan	
Temperature-taking Exercise	7/1	Curriculum Time	Mr Sua KW	
P1 & P6 Photo-taking for Smart Card	19/1	Curriculum Time	Mdm Susan Gan	Please come in school uniform
P1 EL Speech & Drama	25/1 - 11/3	Curriculum Time	Mdm Lynn Yeo	
P2 Painting & Drawing Enrichment Lessons	11/1 –11/3	Curriculum Time	Mdm Abigail	
P2 Buddy Reading	25/1, 1/2, 15/2, 22/2	2.00pm – 3.00pm	Ms Estherelda Chin	Please also refer to consent forms issued by the respective teachers.
Total Defence Day	12/2	Curriculum Time	Mdm Nurwati	
Class Photo Taking (All classes)	18/2	Curriculum Time	Mdm Susan Gan	Please come in school uniform
P2 Kids Excel Programme (Registered pupils)	Wednesdays 13/1, 20/1, 27/1, 3/2, 10/2, 17/2, *23/2, 24/2, 2/3, 9/3	2.00pm – 5.15pm	KidsExcel Service Providers, Ms Nur Khalidah	*23/2 (Tues)
	Fridays 15/1, 22/1, 29/1, 5/2, 12/2, 19/2, 26/2, 4/3, 11/3	1.30pm – 4.45pm		
P1 Kids Excel Programme (Registered pupils)	Wednesdays 10/2, 17/2, *23/2, 24/2, 2/3, 9/3	2.00pm – 5.15pm	KidsExcel Service Providers, Ms Nur Khalidah	*23/2 (Tues)
	Fridays 12/2, 19/2, 26/2, 4/3, 11/3	1.30pm – 4.45pm		
P3 Dyslexia Remediation (Selected students)	Mon – Thurs 11/1 – 14/1, 18/1 – 21/1, 25/1 – 27/1, 1/2 – 4/2, 10/2, 11/2, 15/2 – 18/2, 22/2 – 25/2, 29/2, 1/3	2.00pm – 2.45pm	Ms Zuraidah Mistam, Ms Michelle Lim, Mrs Elaine Lee	Please also refer to consent forms issued by the respective teachers.
P3 – P6 TWPS Mini Sports Day	28/1	Curriculum Time	Mr Morris Koh	No School for P1-P2

Activities	Dates	Time	Teacher I/C	Remarks
P3 Reading Remediation Programme (RRP) (Selected students)	Tues and Thurs 16/2, 18/2, 25/2, 1/3, 3/3	2.15pm – 3.00pm	Mdm Farhanah, Ms Chamayne Yang	Please also refer to consent forms issued by the respective teachers.
P4 Reading Remediation Programme (RRP) (Selected students)	Tues and Thurs 26/1, 2/2, 4/2, 16/2, 18/2, 23/2, 25/2, 1/3, 3/3	2.10pm – 3.10pm	Mdm Chong Sieh Yern	
P3 – P6 Math Olympiad Training (Selected students)	17/2, 24/2	2.00pm – 4.00pm	Dr Casey Ang / Ms Charmian	
P4 Dyslexia Remediation (Selected students)	Mon – Thurs 11/1 – 14/1, 18/1 – 21/1, 25/1 – 27/1, 1/2 – 4/2, 10/2, 11/2, 15/2 – 17/2, 22/2 – 25/2, 29/2 – 3/3	2.00pm – 2.45pm	Ms Sanly Poh, Mdm Vidhya. Mdm Nurwati, Mdm Azlina	Please also refer to consent forms issued by the respective teachers.
P4 Traffic Games	18/2	1.30pm – 4.45pm		
P4 E-Journalism	10/3	2.15pm – 3.15pm	Mdm Intan	P4-1, P4-2, P4-3, P4-4, P4-5
	11/3	1.30pm – 2.30pm		SDR & RRP pupils
School Reading Ambassador Training (P4-P5 Library Ambassadors)	27/1	2.15 – 4.15pm	Mdm Juraida	Training by NLB
P5 Ukulele Enrichment Lessons	1/2 – 11/3	Curriculum Time	Mdm Abigail	
P6 Batik Painting Enrichment Lessons	11/1 – 11/3	Curriculum Time	Mdm Abigail	
P6 Bonding Programme	12/1, 19/1	2.15 – 5.15pm	Mdm Janice Leong	
P3 – P6 Remedial/Supplementary	Mondays – 11/1, 18/1, 25/1, 1/2, 15/2, 22/2, 7/3	2.15pm – 3.15pm	Respective subject HODs	Please also refer to consent forms issued by the respective teachers.
P5 HMT & MT Remedial/Supplementary	Mondays – 11/1, 18/1, 25/1, 1/2, 15/2, 22/2, 7/3	2.15pm – 3.15pm	Mdm Tan Wan Foon	
P3 – P6 Remedial/Supplementary	Tuesdays – 12/1, 19/1, 26/1, 2/2, 16/2, 23/2	2.15pm – 3.15pm (Session 1) 3.15pm – 4.15pm (Session 2)	Respective subject HODs	
P3 – P6 Remedial/Supplementary	Thursdays – 14/1, 21/1, 4/2, 11/2, 18/2, 25/2, 10/3	2.15pm – 3.15pm	Respective subject HODs	
P6 HMT & MT Remedial/Supplementary	Thursdays – 14/1, 21/1, 4/2, 11/2, 18/2, 25/2, 10/3	2.15pm – 3.15pm	Mdm Tan Wan Foon	

Activities	Dates	Time	Teacher I/C	Remarks
CCA				
P3 – P6 House Practice Red & Green House	11/1, 18/1	3.15pm – 5.15pm	Mr Morris Koh	
P3 – P6 House Practice Yellow & Blue House	14/1, 21/1	3.15pm – 5.15pm	Mr Morris Koh	
Mondays: Selected CCAs (P3-P6)	25/1, 15/2, 22/2, 7/3	3.15pm – 5.15pm	Mr Morris Koh	
Thursdays: CCAs (P3-P6)	4/2, 18/2, 25/2, 10/3	3.15pm – 5.15pm	Mr Morris Koh	
CCA Fair	1/2, 11/2	3.15pm – 5.15pm	Mr Morris Koh	
P4 Camp	7/3 – 9/3	Whole day	Mr Morris Koh	
Tests and Examinations				
P2 Holistic Assessment - English o LC o Show & Tell - Mathematics - Mother Tongue o LC o Show & Tell	2/2 24/2 – 26/2 11/2, 1/3 1/2 15/2 - 17/2	Curriculum Time	Mdm Intan Dr Casey Ang Mdm Tan Wan Foon	
CA1 - P3 EL - P4 SC - P5 MT - P6 MA/FMA	29/2	Curriculum Time	IP HODs	
CA1 - P3 SC - P4 MT - P5 MA/FMA - P6 EL/FEL	1/3	Curriculum Time	IP HODs	
CA1 - P3 MA - P4 EL - P5 SC - P6 MT/FMT	2/3	Curriculum Time	IP HODs	
CA1 - P3 MT - P4 MA - P5 EL - P6 SC/FSC	3/3	Curriculum Time	IP HODs	
CA1 - P5 HMT - P6 HMT	4/3	Curriculum Time	IP HODs	
School Holidays				
Term 1 Holidays	12/3– 20/3			
P6 Supplementary	14/3, 15/3	8.00am – 12.00pm	Respective subject HODs	
P3 – P5 Pupil Leadership Training (Selected students)	14/3	8.00am – 12.00pm	Miss Samantha Ting	