



TECK WHYE PRIMARY SCHOOL

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LETTER FROM THE PRINCIPAL

Ref: 2018_0102_Term 1

5 January 2018

Dear Parents and Pupils

1. A very Happy New Year to you and your loved ones!

Welcome to Teck Whye Primary

2. First, I would like to extend a very warm welcome to our P1 cohort and the new pupils to TWPS. You are now part of the Teck Whyean family and I hope that you are excited to start your journey with us.

3. We also have new staff who have just joined us or have taken on new appointments. We are happy to have them as part of our family and dynamic management team. We would also like to take this opportunity to thank the staff who have left us at the end of 2017 and wish them all the best in their endeavours.

Staff Movement and New Appointments

Names of New Staff or Staff with New Appointments	Designation
Mr Pek Keam Gim	Year Head P5-6
Ms Melissa Lim Hui Ling	EL Teacher
Mr Wong Xuan Xiang Glenn	EL Teacher
Mdm Jess Yoong	EL Teacher
Ms Siti Amirah Bte Zailiani	ML Teacher
Ms Tan Su Ting	CL Teacher
<u>New Appointments</u>	
Mdm Jameela Bte Masood	HOD Discipline & Student Management
Mdm Farhanah Banu Bte Abdul Razar	SH CCE
Name of Staff who have Left TWPS	Designation
Mdm Dawn Chew	EL Teacher
Mdm Rani Haizuran	EL Teacher
Ms Michelle Lim	EL Teacher
Ms Swee Siow Hui	CL Teacher
Mdm Yang Fan	CL Teacher

First Things First – Every Child, Our Child

- At TWPS, we believe in holistic education. Our aim is to nurture pupils to be happy and healthy individuals who lead purposeful and meaningful lives and are well-prepared for the future. I will be engaging parents and pupils over the course of the year to share what this means and the roles we play.
- Parents, I look forward to working with you to help our children achieve their goals and flourish in life. Do attend the school talks where we will get to interact and hear more from each other. For now, being the start of the school year, let us first focus on the well-being of our children to ensure that they are well-adjusted to changes that the new year has brought and are ready to learn.
- Over the first 3 days of school, I have seen our teachers working hard behind the scenes and go the extra mile to ensure that our pupils are safe and well-cared for. It is clear that the pupils are at the heart of what they do and that every child is treated like their own. Truly, our teachers are to be greatly honoured and I really appreciate pupils and parents who have made an effort to give positive feedback or thank our teachers. It is indeed most encouraging!

Pupils Taking Ownership of Their Own Learning

7. The pupils have been reminded that they too have a part to play in starting the year well. I have shared 5 easy-to-remember pointers (The 5 Ls) with the pupils which parents could reinforce at home.

The 5 Ls:

- **Listen** to your teachers
- **Look after** yourselves and others
- **Learn** to be better at something each day
- **Lend** a helping hand to others
- Show **love** to our school by appreciating and taking good care of the things around you

8. With the positive attitude and the right disposition, I believe that our children are off to a great start!

Celebrating the Teck Whyean Spirit

9. Though it has only been the first few days of school, I have already so many good stories of pupils showing care to their fellow schoolmates. I am sure that there are many more out there but here are some that I wish to highlight this round.

10. Jayeb from P4-4 was heard advising his P1 buddy on how one should spend money wisely for meals and shared the importance of choosing healthier food options during recess. Like an older brother dishing out sound advice, he was patient and clear in his explanations as he told his buddy to avoid sweet drinks as it is unhealthy to consume too much sugar.

11. Batrisyia from P4-2 who had 2 P1 buddies under her charge during recess shared that she enjoyed her role and thought it to be an important one. She wanted to help the P1s 'figure out the school' in their first few days so that they would be more ready to learn once they feel more confident in moving around their new surroundings. She also added that it was important for her to be a role model to her buddies as they would be helping future P1 pupils too.

12. Caring for others also extended beyond the recess buddy system. Florence from P4-3 was seen guiding the P1s on the school bus. She reminded them to sit close to the front of the bus so that the bus driver and attendant could look out for them easily.

13. There were also some P5 and P6 pupils like Rifki, Jasmine, Marsha, Cynthia, Tiani, Evangelista, Aaron, Andhar and Alfee, who volunteered to welcome their fellow school mates at the foyer and assist the P1 pupils to the Hall. Well done, children!

14. These are just snippets of school life at which show the little but meaningful things our pupils do which show the Teck Whyean values in action.

Bringing Out the Best in Our Children, Together

15. It is going to be an exciting year ahead for all. My staff and I are looking forward to working with you to bring out the best in every child at Teck Whye.

16. Should you have any queries, suggestions or feedback, do contact the school at 6769 1025 or email us at twps@moe.edu.sg.

Best regards

Ms Tabitha Wong

REFERENCE

IMPORTANT INFORMATION AND REMINDERS TO NOTE FOR 2018

1) Curricular Hours

The details of the curricular hours are shown in the tables below.

Primary 1 and 2

Day	Flag Raising Ceremony	School End Time
Mon	7.20am	1.30pm
Tue	7.20am	1.30pm
Wed	7.20am	1.30pm
Thur	7.20am	1.30pm
Fri	7.20am	12.40pm

Primary 3 to Primary 6

Day	Flag Raising Ceremony	School End Time	Lunch Time Avail	CCA and Other After School Lessons
Mon	7.20am	1.30pm	Yes	P5-6 MT/HMT classes: 2.15 to 3.15pm <i>CCA on a needs basis E.g. Make up CCA Day, Day for additional practice : 3.15 to 5.15pm</i> <i>-CCA Teachers will inform students via consent forms</i>
Tue	7.20am	1.30pm	Yes	P4-6 Supplementary/Remedial Classes: 2.15 to 4.15pm <i>Teachers will issue consent forms if they require your child to attend these sessions.</i>
Wed	7.20am	1.30pm	Yes	-
Thur*	7.20am	2.30pm	Yes	Main CCA Day: 2.45 to 4.45pm Applicable to P3-P6 students only
Fri	7.20am	12.40pm		

For P3-6 students, school will officially end at 2.30pm on Thursdays and they will be expected to attend CCA from 2.45-4.45pm. We will provide time for a 30-min lunch period for the P3-6 students between 12-1pm on Thursdays.

2) 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 Friday	7.30am-5.20pm 7.30am-4.50pm
Eve of the following public holidays - Chinese New Year - Christmas - New Year	7.30am-11.50am

3) 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

4) Opening of Bookshop Hours

Our bookshop will be open to parents from

Mon –Fri: 1.45pm to 3.30pm

5) School Security

All visitors to the school must report to the General Office. No one should go to any other part of the school unless accompanied or ushered by staff.

Only those issued with the valid coloured stickers can go to the Bookshop during the bookshop opening hours. They should leave immediately after their purchase.

6) Health and Safety

Health Declaration

We will be collecting **Health Declaration Returns** (which will be sent out shortly) before the end of Term 1. Please fill in the form carefully when you get it and return it to us.

When Sick

Please ensure that children who are **unwell stay home** and seek appropriate medical attention. We would want to exercise responsibility so that those around us can remain well. This applies even during exam time (a medical certificate is required to cover absences from tests and exams).

Thermometers

Students are reminded to **take good care of their thermometers** and to bring them to school when required.

Denque Protection

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.

7) 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.

8) 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 unless they are emergency items that affect the students' safety and security e.g. medicine and home keys. We encourage all children to spend sufficient time packing their school bags and preparing for school the night before. This is their responsibility as a student. Please help us so that these moments allow us to emphasise the importance of this responsibility. We want the children to learn from their mistakes and grow in independence and self-confidence.

9) Snack Break

We are happy to share that in addition to the recess time the students presently get, we will allow them to have a short snack break in class at about 12.10pm daily. Students may bring **dry healthy snacks or fruits** to consume in class during this time.

10) Attendance and Punctuality

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

2018 School Closure, Holidays and Hours Curtailment

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

School Closure	Dates	Levels affected	Remarks
New Year	1 Jan	All	

School Closure	Dates	Levels affected	Remarks
Chinese New Year	16 Feb -19 Feb	All	On Chinese New Year eve, 15 Feb, Chinese New Year celebrations will be conducted from 7.30-10.00am. School dismissal will be from 10.00am. The school general office will be closed at 12pm. Mon, 19 Feb will be a school holiday
March Holidays	10 March - 18 March	All	
Good Friday	30 March	All	
Labour Day	1 May	All	
Vesak Day	29 May	All	
P1- P6 Student-Teacher-Parent Meeting and Home Based Learning	18 May	All	School is closed for all students. Parents of P1-6 students can arrange to meet your children's form teachers.
June Holidays	26 May - 24 Jun	All	
Hari Raya Puasa	15 June	All	
Youth Day	1 July	All	Mon, 2 Jul will be a scheduled school holiday
National Day	9-10 Aug	All	On Wed, 8 Aug, eve of National Day, 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. 10 Aug is a scheduled school holiday
PSLE Oral	16 Aug- 17 Aug	P1-5	P6 students to report for examinations
Parent-Teacher Conference for P6 parents only	11 Sep	P6	
Teachers' Day	31 Aug	All	
September Holidays	1 Sep – 9 Sep	All	
PSLE Listening Comprehension	14 Sep	P1-5	P6 students to report for examinations
Hari Raya Haji	22 Aug	All	
Children's Day	5 Oct	All	
PSLE Marking Days	15 Oct – 19 Oct	All	
Deepavali	6 Nov	All	On the eve of Deepavali, Mon, 5 Nov, Hindu students can return home from 10.30am.
Admin Day	7 Nov	All	

School Closure	Dates	Levels affected	Remarks
P1-5 Student-Teacher-Parent Meeting and Home-based Learning	9 Nov	All	School is closed for all students. Parents of P1-5 students can arrange to meet your children's form teachers.
Release of Report Books	9 Nov and 12 Nov		
Year-end Holidays	17 Nov – 31 Dec	All	
Curtailed School Hours	Dates and Time	Level	
Chinese New Year Eve	Thu, 15 Feb	All	7.30 am-10.00am
National Day Celebrations	Wed, 8 Aug	P1-6	7.10am-10.30am
P6 Graduation Tea cum P6 Level Awards	12 Nov	P6 : 4pm – 6.30pm	
Level Awards Ceremony for P1 – P5	13 Nov	P5: 8am - 9.30am	
	14 Nov	P1-P2: 8am - 9am P3-P4: 9.15am-10.30am	

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
Interaction & Coffee Time with School Leaders	2 Jan	7.30am – 9.00am	
P1 Curriculum Talk	2 Jan	9.45am – 12.00pm	Parents to proceed to the AVA Room.
P1 Initiation Ceremony Cum Parenting Talk	5 Jan	10.00am – 11.00am 11.00am – 1 pm	Initiation ceremony : Parents to be seated in the hall by 9.45am Parenting Talk : Transition to Primary 1 Parents to proceed to the AVA Room.
P2 to P5 Principal's Address & Curriculum Matters	15 Jan	6.00pm – 7.00pm	For parents of P2-5 students
P6 Principal's Address & Curriculum Matters	15 Jan	7.00pm – 8.00pm	For parents of P6 students
P1- P6 Student-Teacher-Parent Meeting cum Home Based Learning	18 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.
P1-5 Student-Teacher-Parent Meeting and Home-based Learning	9 Nov	8.00am – 5.00pm	Parents of P1-5 students, you may make an appointment with your child's teacher

Title of Event	Dates	Times	Remarks
			Students attending with parents are expected to be in school attire.
2019 P1 Orientation Day	10 Nov	9.00am – 12.00pm	Parents to be seated by 8.50am
P6 Graduation Tea cum P6 Level Awards	12 Nov	P6 : 4pm – 6.30pm	
Level Awards Ceremony for P1 – P5	13 Nov 14 Nov	P5: 8am - 9.30am P1-P2: 8am - 9am P3-P4: 9.15am-10.30am	

*** 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
2018 Orientation Days	2/1 –4/1	Curriculum Time		
Class Photo-Taking	3/1	Curriculum Time		
P1 Initiation Ceremony cum Parenting Talk	4/1	Curriculum Time		
Temperature Taking Exercise 1	5/1	Curriculum Time	Mr Sua KW	
Green Officers Leadership Presentation Training	Wed- 24/1, 31/1, 7/2, 14/2, 1/3	PM		
P1 Speech and Drama Programme 1 and 2	26/2 – 9/3		Mdm Intan	
P1 & P2 Health Promotion Board (HPB) Roving exhibition	26/2 – 2/3	Curriculum Time	Mdm Joyce Liew	
P3 Dyslexia Remediation (Selected students)	Mon- 8/1, 15/1, 22/1, 29/1, 5/2, 12/2, 26/2, 5/3 Tues- 9/1, 16/1, 23/1, 30/1, 6/2, 13/2, 27/2, 6/3 Wed- 10/1*, 17/1, 24/1, 31/1, 7/2, 14/2, 21/2, 28/2 Fri- 19/1, 26/1, 2/2, 9/2, 23/2, 2/3	2pm – 3pm 2pm – 3pm 2pm – 3pm 1pm – 2pm	Miss Sanly	Please refer to consent forms issued *10/1 is a <u>2-hour</u> session
P3 RRP Reading Remediation Programme (Selected students)	Mon- 15/1, 22/1, 29/1, 5/2, 12/2 Tues- 16/1, 23/1, 30/1, 6/2	2pm- 2.45pm	Miss Chamayne Yang	Please refer to consent forms issued
P3 and P4 Intensive Math Programme (IMP)	Fri – 19/1, 26/1, 2/2, 9/2, 23/2	PM	Mr Koh/ Dr Casey	Please refer to consent forms issued
P4 – P6: Nanjing School Visit to TWPS	5/2 – 6/2	Curriculum time		
P4 Road Safety Education at the Road Safety Park	13/2	PM	Mdm Jameela	Please refer to consent forms issued
Young Authors Programme (Selected P4 students)	Mon- 5/3, 12/3* Tues- 6/3, 13/3* Wed – 14/3*	PM	Ms Samantha Ting	*During school holidays

Activities	Dates	Time	Teacher I/C	Remarks
P4 Hour of Code	7/3 – 9/3	Curriculum Time	Miss Lye Sze Yee	
P4 RRP Reading Remediation Programme (Selected students)	Mon- 15/1, 22/1, 29/1, 5/2, 12/2 Tues-16/1, 23/1, 30/1, 6/2, 13/2	2pm- 2.45pm	Mdm Chong Sieh Yern	Please refer to consent forms issued
P4 Dyslexia Remediation (Selected students)	Mon – 8/1, 15/1, 22/1, 29/1, 5/2, 12/2, 26/2, 5/3 Tues- 9/1, 16/1, 23/1, 30/1, 6/2, 27/2, 6/3 Wed- 10/1*, 17/1, 24/1, 31/1, 7/2, 14/2, 21/2, 28/2 Fri- 19/1, 26/1, 2/2, 9/2, 23/2, 2/3	2pm – 3pm 2pm – 3pm 2pm – 3pm 1pm - 2pm	Miss Sanly	Please refer to consent forms issued *10/1 is a <u>2-hour session</u>
P5 International Trip to Nanjing	7/3 – 10/3	To be confirmed	Ms Lye Sze Yee	Please refer to consent forms issued
P5 International Trip to Sarawak	8/3 – 11/3	To be confirmed	Mdm Magespari	
P5 International Trip to Malacca	11/3 - 13/3	To be confirmed	Ms Joyce Llew	
P6 Science Centre Learning Journey (Energy Lab)	9/1 (For P6-1, P6-2 and P6-4 students) 16/1 (For P6-5) 13/3 (For P6-3)	PM	HOD Science	Please refer to consent forms issued *During School Holidays
P6 HP Science Enrichment Lessons(Synergyst) (P6-5 and P6-6 students)	5/3 12/3*, 13/3*	PM AM	HOD Science	Please refer to consent forms issued *During School Holidays
P6 MT Supplementary & HMT Lessons	Mon- 15/1, 22/1, 29/1, 5/2, 12/2,	2.15 – 3.15pm	HOD MT	Please refer to consent forms issued
P4, P5 and P6 Remedial/Supplementary	Tues- 16/1, 23/1, 30/1, 6/2, 13/2	2.15 – 3.15pm 3.15 – 4.15pm	Respective subject HODs	Please refer to consent forms issued
CCA (P3 – P5)				
Official CCA day for all CCAs	Thursdays-11/1, 18/1, 25/1, 1/2, 8/2, 22/2, 8/3	2.45pm – 4.45pm	Mr Morris Koh	Please refer to consent forms issued

Activities	Dates	Time	Teacher I/C	Remarks
<i>(Make up CCA Day / Day for additional practice)</i>	Mondays- on a needs basis	3.15pm – 5.15pm	Mr Morris Koh	
Tests and Examinations				
P2 Holistic Assessment - English <ul style="list-style-type: none"> • Listening Comprehension • Show and Tell - Mathematics - Mother Tongue <ul style="list-style-type: none"> • Listening Comprehension • Show and Tell 	7/2 7/3, 8/3, 9/3 12/2, 5/3 9/2 26/2, 27/2, 28/2	Curriculum Time	Respective subject HODs	
CA1 - P6 EL - P5 MA - P4 MT - P3 SC	26/2	Curriculum Time	Respective subject HODs	
CA1 - P6 MA - P5 MT - P4 SC - P3 EL	27/2	Curriculum Time	Respective subject HODs	
CA1 - P6 MT - P5 SC - P4 EL - P3 MA	28/2	Curriculum Time	Respective subject HODs	
CA1 - P6 SC - P5 EL - P4 MA - P3 SC	1/3	Curriculum Time	Respective subject HODs	
CA1 P5 & P6 HMT	2/3	Curriculum Time	Respective subject HODs	
School Holidays				
Term 1 Holidays	10/3- 18/3			