



義安公司主辦 義安小學

NGEE ANN PRIMARY SCHOOL

344 Marine Terrace, Singapore 449149

Tel: 64418677 Fax: 64417411

4 January 2012

COMMUNICATION 1/2012

Dear Parents / Guardians

Greetings to you and a very Happy New Year! We would like to take this opportunity to welcome our students back and look forward to a fruitful year of partnership with you. Below are some items for your information.

1. Staff Matters

I am pleased to announce the following key personnel appointments:-

- a. Mr Edwin Hoy – Vice-Principal
- b. Mdm Teo Yee Khim – School Staff Developer
- c. Mr Kenneth Goh – Head of Department for Mathematics
- d. Ms Sharon Kuah Soh Ling – Head of Department for Aesthetics
- e. Mr Rohan Nizam – Subject Head for Malay Language

We would also like to extend a warm welcome to the following teachers to our Ngee Ann family:

- a. Ms Goh Wenmei Abigail – English Language Teacher
- b. Mr Zulkarnai Bin Zulkifli - English Language Teacher
- c. Mdm Jasmeet Kaur - English Language Teacher
- d. Mr Chu Boon Hong, Caleb – Chinese Language Teacher
- e. Mr Lee Siew Fye - Chinese Language Teacher
- f. Ms Wu Xia - Chinese Language Teacher
- g. Ms Fong Ming Li Rebecca – Contract Teacher (English Language)
- h. Mr Kamarulzaman Bin Kamsani - Contract Teacher (English Language)
- i. Ms Chong Kai Yeng - Contract Teacher (Music)

2. School Traffic Situation

We would like to thank you for your understanding and patience during the first day as you dropped your children off at school and picked them up after school.

Please continue to co-operate with us in the following areas:

- a. Kindly let your child/ward alight at the car park in front of HDB Block 4 and NOT outside the front gates of Ngee Ann Primary School or along Marine Terrace.
- b. Please be reminded that vehicles are not allowed to make U-turns outside the front gates of the school.

- c. If you are picking your child/ward up in your own transport at dismissal time, please do **NOT** park your vehicle anywhere along Marine Terrace.
- d. Do set a good example for your child/ward by using the pedestrian crossing when crossing the road in front of our school gates.

Your co-operation in these areas will help to ease the traffic condition outside the school gate tremendously.

3. School Hours, Co-Curricular Activities (CCA), Remedial/Enrichment Programmes Schedule

The school hours for the new school year are as follows:

Curriculum Hours	
7.30am	Flag Raising Ceremony
7.45am	Start of Lessons
10.15 – 10.45am	Recess for Primary 2, 3 and 4
10.45 – 11.15am	Recess for Primary 1, 5 and 6
1.45pm	End of Lessons for Monday to Thursday
1.15pm	End of Lessons for Friday
CCA (Primary 3 to 6 pupils)	
2.15 – 4.15pm or 5.15pm	Monday and / or Wednesday
Remedial/Enrichment Programmes (selected Primary 3 to 6 pupils)	
2.15 – 5.15pm	Tuesday
1.45 – 4.45pm	Friday
Higher Mother Tongue Lessons (selected Primary 3 to 6 pupils)	
2.15 – 3.15pm	Tuesday – Primary 5 and 6
1.45 – 2.45pm	Friday – Primary 3 and 4

The Calendar of Events for Term 1 is attached with this letter. The schedules for CCA, Remedial/Enrichment Programmes and Higher Mother Tongue Lessons have also been included in the calendar for your reference. Parents of the pupils involved will be notified of the programme details prior to their commencement.

Please be informed that all CCAs will commence with effect from **Monday, 9 January 2012**. The teachers in-charge of the various CCAs will keep their pupils informed of the CCA schedule. We seek your continuous support to ensure that your child / ward attend the training session regularly.

Please be informed also that our school bus service operators will continue to run a special bus service to ferry pupils home after their CCAs / remedial lessons in the afternoons. The bus fare is from \$2.50 onwards per trip, depending on the distance and the demand of the required bus route. Pupils pay the agreed bus fare directly to the bus driver upon boarding the bus each time they use the service. If you are keen to take up this service, please contact your child's/ward's current school bus service operator (i.e. Ms Teo at 91544868 or Mr Choo See Chiah at 98583700) to make direct enquiries.

4. **New School Canteen System**

The cornerstone of our school's canteen policy is the well-being and interest of our pupils. We are committed to ensure that canteen stallholders are able to provide not only good services, but also cater to the nutritional needs of pupils at reasonable prices.

In our continuous efforts to meet the above objectives, the school's canteen is operating under a Single Tender System (STS) in the new year. Under STS, the canteen contractor is selected through tender. The contractor selected is experienced in operating in schools and has attained Grade 'A' for National Environment Agency's (NEA) hygiene and cleanliness in all its schools. He will operate all the food stalls in the school canteen at controlled prices.

The school will be monitoring the new contractor very closely, especially in the area of food pricing and portions served. Should you have any feedback or concerns, we would appreciate it if you could address the matter to us via the feedback channel in our school website (<http://www.ngeeannpri.edu.sg/>)

5. **Home-School Communication**

We believe in the importance of maintaining open communication between parents and teachers. Do check your child's handbook regularly and do not hesitate to approach the teacher directly if there are any issues that need to be addressed.

For your ease of reference, all letters and circulars sent out to parents will be uploaded on our school website.

6. **Lunar New Year Celebration**

The school will celebrate the Lunar New Year on Friday, 20 January 2012. Lessons for that day will be carried out as usual except for the periods from 11.30am to 12.30pm where the pupils will be attending a New Year celebration.

23 and 24 January 2012 are designated school holidays for the Lunar New Year. School will resume on Wednesday, 25 January 2012. On behalf of the staff of Ngee Ann Primary School, I would like to take this opportunity to wish you a Happy and Prosperous Lunar New Year.

7. **Health Matters**

To maintain schools' preparedness to resume a temperature-taking regime, the school will be conducting the temperature-taking exercise twice a year. This exercise will also serve to ensure that all our pupils are familiar with the use of **Oral Digital Thermometers (ODTs)** and educate them on the need to take personal responsibility for their own health as well as social responsibility for the health of others. A **Pre-Exercise Check** and a **temperature-taking exercise** will be conducted on Thursday, 5 January 2012 and Friday, 6 January 2012 respectively.

P1 pupils will be issued with a new complimentary ODT which the form teachers will label and keep for the 1st week. Pupils are expected to maintain their ODTs well and use them for future temperature-taking exercises.

For P2 to P6 pupils, we seek your assistance in ensuring that your child/ward brings his/her personal ODT on both days. Please help to ensure that your child's/ward's name is labeled on the ODT.

Pupils who have misplaced or damaged their ODTs given by the school need to get a replacement for this exercise. They can buy one either from an authorised pharmaceutical supplier or from the school bookshop. Please note that the new batch of ODTs for sale at the school bookshop is sold at **\$4.20** per unit.

As we remain vigilant in keeping infectious diseases at bay, we would like you to help us by doing the following:

- a. Parents to immediately seek medical attention for their children who are not feeling well and to allow them to rest at home until being certified medically fit for school. Please keep your child's Form Teacher informed as well.
- b. Reinforce the good habit of maintaining a high standard of personal hygiene, for example, through hand-washing.

We would also like to assure you that the interest of our pupils is of utmost importance and we will do the necessary to ensure that all the precautionary measures are taken to safeguard their well-being.

8. Security Matters

The safety of our pupils is our top priority. We sincerely hope that you understand our strict policy of entry into the school. If you need to come into the school, please sign in and collect a tag at the Guard House and to report to the General Office. Do display your tag visibly at all times as unauthorised personnel around the school will be asked to leave immediately. Do remember too that parents are not allowed at any time in the classroom block. If you are waiting for your child / ward, please do so at the designated areas at the school gates. We thank you for your kind understanding in helping us keep the school safe for the pupils.

We look forward to working closely with you to provide a meaningful learning experience for your child in Ngee Ann Primary.

Thank you

Yours sincerely,

Mr Koe Ee Tiong
Principal

**NGEE ANN PRIMARY SCHOOL
CALENDAR OF ACTIVITIES 2012 (TERM 1)**

Week	Date	Day	During School Hours	After School Hours		
			Activities	CCA (Mon &/or Wed)	Remedial/ Enrichment (Tue &/or Fri)	Higher Mother Tongue (Tue or Fri)
1 (2-6 Jan)	2 Jan	Mon	Public Holiday	No	No	No
2 (9-13 Jan)	9 Jan	Mon	Restorative Practices (RP) Training*: 1U, 1R & 1H (8.15 - 9.15 am) 1L, 1J & 1T (9.15 - 10.15 am)	Yes	No	Yes
	11 Jan	Wed	Prefects Investiture / Good Progress Award (During School Assembly)			
3 (16-20 Jan)	16 Jan	Mon	RP Training*: 1C & 1K (8.15 - 9.15 am)	Yes	Yes (Except Fri)	Yes (Except Fri)
	17 Jan	Tue	P4 Math Enrichment (middle ability – selected pupils)			
	18 Jan	Wed	Meet Parents for Performing Arts CCA (5.00 – 6pm)			
	20 Jan	Fri	Chinese New Year Celebration			
4 (23-27 Jan)	23 Jan	Mon	Public Holiday – Chinese New Year	Yes (Except Mon)	Yes (Except Tue)	Yes (Except Tue)
	24 Jan	Tue				
5 (30 Jan – 3 Feb)	31 Jan	Tue	P4 Math Enrichment (middle ability – selected pupils)	Yes	Yes	Yes
6 (6-10 Feb)	7 Feb	Tue	Photo Taking for School Smart Card for P1 & P6 Pupils P4 Math Enrichment (middle ability – selected pupils)	Yes	Yes	Yes
7 (13-17 Feb)	15 Feb	Wed	Total Defence Day	Yes	Yes	Yes
8 (20-24 Feb)	21 Feb	Tue	P4 Math Enrichment (middle ability – selected pupils)	Yes (Except for P6 Pupils)	No	No
	22 Feb	Wed	P6 CA1 – English Language			
	23 Feb	Thu	P6 CA1 – Mathematics			
	24 Feb	Fri	P6 CA1 – MT Languages			
9 (27 Feb - 2 Mar)	27 Feb	Mon	P6 CA1 – Science	Yes	No	No
	28 Feb	Tue	P6 CA1 – HMT Language P4 Math Enrichment (middle ability – selected pupils)			

10 (5-9 Mar)	6 Mar	Tue	P4 Math Enrichment (middle ability – selected pupils)	No (Except for SYF Group)	No	No
	8 Mar	Thu	P6 Meet-the-Parent (1) 2.30 - 5pm			
	9 Mar	Fri	P6 Meet-the-Parent (2) 2.00 - 5pm			

* Kindly refer to the attached Write-up on RP Training

School Term : Tue 3 Jan – Fri 9 Mar

School Vacation : Sat 10 March – Sun 18 March