



# Radin Mas Primary School

A School Where All Work Hard, Play Hard and Make A Mark

## Jan 2023 - Notification for Parents and Guardians (Primary 2 - 6)

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### A. THE WEEKS AHEAD

Date	Event Description
Tues, 03.01.2023	P1 report to school
Wed, 04.01.2023 – Fri, 06.01.2023	P2 – P6 report to school Bonding Week
Fri, 06.01.2023	P1 Camp
Wed, 11.01.2023	Temperature taking exercise
Mon, 16.01.2023	Commencement of CCA for P4 – 6
Fri, 20.01.2023	Chinese New Year Celebration
Sun, 22.01.2023 – Tue, 24.01.2023	Chinese New Year holiday
Fri, 27.01.2023	Commencement of Modular CCA for P3

### B. FROM THE PRINCIPAL'S DESK

2022 was a good year for Radin Mas Primary. We have done well as a school on multiple fronts. Our P6 cohort showcased resilience and determination and performed well as a cohort. In the areas of teaching and learning, the experiences of Covid left an indelible mark for all. The use of technology is now brought to the forefront of classroom teaching. Beyond this, as a school, we are committed to shape our students to be future ready learners and thus relooked at the learning experiences in school and made very deliberate attempts to make learning more authentic, segmented, connected, and reflective to engender an intrinsic motivation to learn and to imbue a growth mindset in all our students.

2023 will also be an exciting year for Radin Mas Primary School. We will continue to identify, shape and develop talents in multiple domains and anchor in all our students strong character grounding and grit. We remain committed



to support and stretch individual learners and to provide a positive learning environment for all our students to flourish. We are confident that the Radin Mas Experiences will continue to allow all our students to make a mark in their own ways.

Thus, let us continue to work together in 2023 to shape resilience, positivity and growth. Let me urge all our students to look at 2023 with fresh lenses and to continue to challenge themselves to be the best version of themselves. Challenge is the only path to growth!

Wishing all a meaningful 2023 ahead!

## C. CURRICULUM TIME

The 2023 RMPS school schedule will be as follows:

DESCRIPTION	LEVEL	MON	TUE	WED	THU	FRI
<b>Arrival Time</b>	P1 – P6	7.30 am (Assembly starts at 7.40am)				
<b>Dismissal Time</b>	P1 – P6	1.30pm				
<b>After School Programmes</b>	P3 – P6	P4 – P6 CCA (2.15 pm - 4.15pm)	Remedial Lessons (for selected students)	CCA (for selected students) (2.15 pm - 4.15pm)	Remedial Lessons (for selected students)	Semester 1 P3 Modular CCA 1.45 pm – 3.45 pm

### Recess and Snack Break Time

LEVEL	RECESS	SNACK BREAK
PRIMARY 1	10.15 am – 10.45 am	12.15 pm – 12.30pm
PRIMARY 2	9.45 am – 10.15 am	12.15 pm – 12.30pm
PRIMARY 3	11.15 am – 11.45 am	9.15 am – 9.30am
PRIMARY 4	8.45 am – 9.15 am	12.15 pm – 12.30pm
PRIMARY 5	9.15 am – 9.45 am	12.15 pm – 12.30pm
PRIMARY 6	10.45 am – 11.15 am	9.15 am – 9.30am

## D. START OF SCHOOL 2023: REMINDERS AND EXPECTATIONS

(Mr Chua Wee Nam/ HOD Student Management and Leadership)

### D1 PUNCTUALITY AND ATTENDANCE

Primary 1 students are to report to school on 3 January 2023. Primary 2-6 students will report to school on 4 January 2023. Students are strongly encouraged to arrive early, by 7.30 a.m., to assemble at the Parade Square (Monday – Wednesday) or in the classroom (Thursday & Friday, or on rainy days).

Students who arrive after 7.40 a.m. will be marked as late for attendance. Repeated late-coming will affect a student's conduct grade.

All students will be dismissed at 1.30 p.m. Monday to Friday.

\*\*Primary 1 students will be dismissed at 1.15 pm in Week 1 (4 - 6 January ).

Students who are not feeling well should not report to school and should see a doctor. Parents must inform the school office or form teacher and follow up with the medical certificate issued by the clinic. Students who are absent from school without a valid reason will be marked as truant for attendance.

## **D2 EXPECTATIONS**

### Attire

With the loosening of the Safe Management Measures (SMMs), students will wear the school uniform. On days when there are PE or PAL lessons, students are to be in PE attire.

As per the notification on 1 Dec, there are changes to the school uniform design. Students may continue to wear the old uniforms till they have outgrown them. Boys wearing the old uniform must tuck it in.

The name tag must be placed centred above the school crest. For the boy's uniform, it should be placed above the shirt pocket.

Students must be neat and properly attired in their school uniform at all times. Students must wear white shoes and white socks. The length of the socks should cover the ankles.

Students are to wear the prescribed school uniform and modifications to the uniform are not allowed.

Please refer to the PDF attachment (Annex 1) for pictures of the uniform.

### Personal Grooming

For girls, hair accessories must be either black or dark blue. Hair that reaches the uniform's collar must be tied up neatly. Fringe must be neatly maintained above the eyebrows; if necessary, with simple black hairpins. Only identical stud earrings are allowed.

For boys, hair must be kept short and neat at the back and sides. Hair styles should be simple and neat. Unusual styles such as undercut, shaved patterns, or combed-back long fringes are not permitted.

## **D3 DEVICES AND PROHIBITED ITEMS**

Students are discouraged from bringing smart devices such as mobile phones and smart watches to school. Students are to be responsible for their smart devices. The school will not be held responsible for any damaged or missing devices.

Devices should be turned off or on silent mode during curriculum hours unless specific instruction is given by teachers. Students are only allowed to use their devices to make personal phone calls after school, and only at the canteen or the foyer.

Parents should contact the school office if they need to reach their children or pass a message to them.

## **E. PRE-MORNING ASSEMBLY ACTIVITIES**

*(Mrs Doreen Foo, YH LP, Mdm Wong Pauline, YH MP, Mdm Malar Vizhi YH UP)*

In line with developing the students holistically, the following pre-morning assembly activities would be in place for 2023 from 7.15 am to 7.35 am daily. As part of the school's Bilingual Reading Programme, RMPS would like to promote a love for reading in our students in order to raise their language proficiency. Therefore, students will need to bring an English Language story book on Mondays and Tuesdays, and a Mother Tongue Language story book on Wednesdays and Thursdays, for reading before morning assembly.

Friyay!@RMPS is an initiative which focuses on strengthening bonds and building friendships through play. Students will be allowed to play educational games like Chess, Rubik's cube, Traffic Rush, Boggle, Scrabble, Snakes & Ladders and Reversi before morning assembly. Please note that electronic devices will not be allowed. Students are responsible for the personal games that they bring to the school on Fridays. We seek your strong support and partnership in this initiative to develop responsibility in our students.

Days	Activities	Venue
Monday	Bilingual Reading Programme (English Language)	Parade Square
Tuesday	Bilingual Reading Programme (English Language)	Parade Square
Wednesday	Bilingual Reading Programme (Mother Tongue Language)	Parade Square
Thursday	Bilingual Reading Programme (Mother Tongue Language)	Classroom
Friday	Friyay! @ RMPS	Classroom

## F. BILINGUAL READING PROGRAMME

*(Mdm Lau WP, LH Chinese Language)*

As part of the school's Bilingual Reading Programme, the MTL Department has subscribed to ETutor iReading Leveled eBook by e-Com Digital International Pte Ltd. The Chinese Language teachers will assign e-readers for their students to read regularly and students are required to do an online assignment upon completion of the reading task. These e-Readers will enable the students to read independently with confidence, great interest and ease.

Your child can access these e-readers by logging in to website: [www.ezhishi.net](http://www.ezhishi.net) OR downloading mobile APP to your iPad/iPhone/Android Tablet/ Smart Phone for convenient log in. The CL teacher would be informing your child the username and password to log in.

We hope to work in partnership with you to help your child develop a joy in reading Chinese storybooks.

If you encounter any technical issue in accessing Ezhishi portal, you may contact the Ezhishi helpdesk at 6742 7555 or email to [service@ecombay.com](mailto:service@ecombay.com).

## G. USAGE OF PERSONAL DATA

Under the Personal Data Protection Act (PDPA), photograph(s) and video image(s) of an individual are considered personal data.

This is to notify parents/ guardians that photograph(s) or video image(s) of students and parents/ guardians of RMPS may be captured during school activities and events such as classroom lessons, CCA, school camps, Achievement Day, etc. The school may use and publish such photographs and/ or video recordings in school publications, website, social media channels, and other communication channels. However, these photographs and/ or video images will not be released to any third party without the individual's consent. If parents/ guardians wish to opt-out and not allow your child's/ ward's photos to be used, kindly inform the school through your child's/ ward's Form Teachers.

## H. SAFETY & SECURITY

(Ms Gracia Tye, Admin Manager, Mr Ho Chong On, Operations Manager)

### H1 SCHOOL'S GATES OPENING HOURS

The opening hours for the gates on **official school days** are as follows:

Description / Day		Main Gate (Gate #2)	Bukit Purmei Side Gate (Gate #1)	Lower Delta Side Gate (Gate #3)
		Time		
Daily Arrival	Mon - Fri	6.45 am - 7.45am	6.45 am - 7.45am	7.15 am - 7.45am
Daily Dismissal	Mon - Thu	1.45 pm - 2.30 pm	1.25 pm - 2.00 pm	
Dismissal After CCAs	Mon	4.30 pm - 5.00 pm	4.30 pm – 5.00 pm	4.30 pm – 4.45 pm
Dismissal After CCA (Chinese Orchestra)	Wed	5.30 pm - 6.00 pm	5.30 pm - 6.00 pm	-

If you need to come to the school for other purposes, e.g. to buy school books, or for appointments with school staff, please call the phone number indicated on the signage at the main gate, for assistance.

### H2 SEASON PARKING IN RMPS

All carpark lots in the school have been reserved for season parking holders. Due to limited lots available, the school may not be able to provide sufficient visitor parking to parents. The school seeks your cooperation to park at Blk 108 and Blk 112, and enter the school via the Bukit Purmei Avenue side gate and proceed immediately to the Security Guard Post for visitor's registration. We appreciate your understanding.

### H3 TRAFFIC MATTERS

#### Students Alighting Along Lower Delta Road at Arrival

If you drive your child(ren)/ ward(s) to school in the morning, please do not allow him/ her/ them to alight along the Lower Delta Road and/ or Bukit Purmei Avenue as it poses a danger to him/ her/ them and other road users and is a hindrance to smooth traffic flow. Please drive into RMPS via Bukit Purmei Avenue so that your child(ren)/ ward(s) can alight at the foyer safely. We seek your understanding and cooperation to ensure his/ her/ their safety and well-being, as well as to be socially responsible by playing your part to prevent traffic congestion along Lower Delta Road and Bukit Purmei Avenue.

#### Strictly For Drop Off And Pick Up At The School Foyer

To facilitate the smooth flow of vehicles driving into RMPS for students to alight at arrival and for parents to pick up him/ her/ them at dismissal, please take note of the "STRICTLY FOR DROP OFF AND PICK UP" sign at the foyer. If you drive your child(ren)/ ward(s) to school, please ensure that his/ her/ their bags are with them so that he/ she/ they can alight quickly on his/ her/ their own, at the foyer. This will ease traffic congestion leading into RMPS and minimise the wait time of other parents who are also driving their child(ren)/ ward(s) to school. Similarly, if you drive to school to pick up your child(ren)/ ward(s) at the foyer, he/ she/ they should board the vehicle quickly and minimise the wait time of other parents who also drive to school to pick up their child(ren)/ ward(s).

#### No Right Turn

Please take note of the "NO RIGHT TURN" sign in front of the school. Parents/ Guardians are not allowed to make a right turn upon exit from the school on Mondays to Fridays from **6.45 am to 7.45 am**. Pls refer to the attached Traffic Police Advisory.

#### Parking Along Bukit Purmei Avenue at Dismissal

If you are picking up your child(ren)/ ward(s) after school by car, please park at the HDB carparks at Blk 108 and Blk 112, and walk to the Bukit Purmei side gate to wait for him/ her/ them. Alternatively, you may time your arrival after 1.45 pm so that you can drive into RMPS after the school buses have left. Please refrain from parking your vehicles along Bukit Purmei Avenue as it poses a danger to other road users and is also a hindrance to smooth traffic flow. We seek your co-operation and understanding to alleviate the inconvenience to the Bukit Purmei Avenue community, caused by illegal parking along the road, leading to traffic congestion.

## **I. ADMINISTRATIVE MATTERS**

### **I1 EARLY DISMISSAL OF STUDENTS**

If there is a need for your child(ren)/ ward(s) to be dismissed early from school for valid reasons, please inform his/ her/ their Form Teachers at least one day in advance and make arrangements for him/ her/ them to be picked up by an adult. Please note that the school will not allow your child(ren)/ ward(s) to go home on his/ her/ their own before dismissal, in the absence of an accompanying adult. The adult designated to pick him/ her/ them up must sign him/ her/ them out at the General Office.

### **I2 DELIVERY OR COLLECTION OF PERSONAL BELONGINGS DURING OR AFTER SCHOOL HOURS**

RMPS aims to cultivate our students as responsible and independent persons who take personal responsibility for his/ her/ their own belongings. Forgetfulness is common amongst students and is a sign that they lack personal responsibility. This must be addressed as it causes inconvenience to others when assistance is required to deliver or collect his/ her/ their belongings. We seek the understanding and cooperation of all teachers and parents/ guardians to reinforce this important expectation of personal responsibility.

Home-school partnership will be critical in this endeavour to inculcate personal responsibility in our students. We will remind teachers not to ask students to call home and request for the delivery of items they have forgotten to bring to school. Together, teachers and parents must message to the students that they must take personal responsibility and face the consequences of their actions or non-actions. However, we recognize that some items, e.g. wallets, spectacles or medication, are critical for our students. Therefore, the school will only facilitate delivery of critical items if necessary. In addition, students will only be able to retrieve items left in the classrooms on the next school day.

### **I3 BIRTHDAY CELEBRATIONS**

While we acknowledge the joy children have in celebrating their birthdays with their peers, this practice may pose a challenge to the school, in ensuring the hygiene standards of the food brought in and the well-being of our students, some of whom have specific food allergies. This practice may also lead to undesirable expectations amongst our students, which may in turn, result in unnecessary pressure on their parents. Birthday celebrations in school are not allowed. We seek your understanding and cooperation to partner the school in this matter.

### **I4 COLLECTION OF SCHOOL FEES AND OTHER PAYMENTS**

The General Office has set aside a period of time each week for parents to make payments personally. Please adhere to the following stipulated times if you would like to make payments to the school.

<b>DAY</b>	<b>TIME</b>
Tue, Wed & Thu	11.30 am – 12.30 pm

### **I5 ACCESSIBILITY OF SCHOOL BOOKSHOP TO PARENTS/ GUARDIANS**

For the safety and security of our students, and also to facilitate a smooth purchase flow at the School Bookshop, we have issued instructions to our Security Officers to allow parents access to the School Bookshop only during stipulated times. Please adhere to the following stipulated times if you would like to purchase items personally from the School Bookshop:

<b>DAY</b>	<b>TIME</b>
Mon - Fri	1.45 pm – 3.00 pm

## **J. CHINESE NEW YEAR CELEBRATION**

*(Mdm Lau WP, LH Chinese Language)*

The school will celebrate Chinese New Year on **Friday, 20.01.2023**. On that day, dismissal time will be as usual. Students are encouraged to bring mandarin oranges to school to greet their teachers. Do also ensure that your child reports to school in school uniform for the celebration.

## K. P3 MODULAR CCA

(Mr Idham Ashiblie, HOD PE/CCA/Aes)

As part of a holistic education, our P3 students will be attending Modular CCA sessions in Semester 1, 2023. The objectives of Modular CCAs are to provide our students with further exposure in sports, performing arts and visual arts and also serve as a platform for them to discover their interests and talent in 'alternative CCAs' not offered by the school.

The details of P3 Modular CCA are as follows:

<b>Day</b>	9 Friday sessions, commencing 27.01.2023
<b>Time</b>	2.00pm – 4.00pm
<b>Venues</b>	Upper ISH & Lower ISH – Floorball Dance Studio and PAL Room – Hip Hop Dance Respective Classrooms – Mixed Media Art

Session	Dates	3R	3A	3D	3I	3N	3M
1	27-Jan	Mixed Media Art	Mixed Media Art	Hip Hop Dance	Hip Hop Dance	Floorball	Floorball
2	10-Feb						
3	17-Feb						
4	24-Feb	Hip Hop Dance	Hip Hop Dance	Floorball	Floorball	Mixed Media Art	Mixed Media Art
5	3-Mar						
6	24-Mar						
7	31-Mar	Floorball	Floorball	Mixed Media Art	Mixed Media Art	Hip Hop Dance	Hip Hop Dance
8	14-Apr						
9	5-May						

On Fridays with Modular CCA sessions, the P3 students will have their lunch from 1.30pm to 2pm and be dismissed from school at 4pm. Please make the necessary adjustment for your pick-up arrangements on the dates indicated above. For students using the Lower Delta gate, the gate will be open from 4pm to 4.15pm. For students using the Bukit Purmei gate, the gate will be open from 4pm to 6pm. The school will arrange transport for students taking the school bus home. For students taking the school bus, the bus will leave by 4.15pm. For parents driving in, you may drive in to pick your child from 4.15pm onwards.

After our P3 students have completed their Modular CCAs by the end of Semester 1, they will be guided to choose their regular CCA to attend from Semester 2 onwards. More information on this will be provided closer to the time when they need to make their choices.

\*Please acknowledge that you have received this information via Parents Gateway by **Fri, 06.01.2023**. If you are not able to submit your reply through the Parents Gateway, please fill in the attached Acknowledgement Slip and submit the hard copy to your child's/ward's Form Teacher, by the same date.

## L. P2 MY FIRST OUTDOOR CAMP

(Mr Idham Ashiblie, HOD PE/CCA/Aes)

As part of the school's Learning for Life Programme, Growth Mindset, Resilience, Independence and Teamwork or G.R.I.T @ RMPS experience, all Primary 2 students will participate in a class-based "My First Outdoor" camp. This camp aims to equip our students with the necessary knowledge, skills and attitudes to connect with and explore the natural and urban environments safely and confidently.

Our P2 students will be embarking on their very first outdoor camp which is a day trip to Henderson Waves and Telok Blangah Hill Park on Friday, 3 February 2023. We hope to engage their sense of adventure through the exploration of both natural and urban environments in our neighbourhood.

Through participating in the camp, students will be able to develop ruggedness and resilience through outdoor experiences, forge camaraderie and instill values of teamwork and individual responsibility, and enhance their sense of adventure and curiosity with the outdoors. We hope that our students will adopt a positive attitude towards adventure and challenging activities and lead a healthy lifestyle for life. More details of this camp will be provided closer to the date.

#### **M. P2-6 PARENT-TEACHER MEETINGS**

*(Mrs Doreen Foo, YH LP, Mdm Wong Pauline, YH MP, Mdm Malar Vizhi, YH UP)*

As part of our on-going efforts to work in close partnership with parents to better support our students in their educational journey, RMPS will be conducting online Parent-Teacher Meetings. The objectives of the meeting are to share with parents on:

- the changing education landscape;
- the respective level's holistic programmes for the year;
- the importance of home-school partnership;
- the expectations of teachers in the classroom.

The schedule for the respective levels is shown in the table below.

Level	Primary 2	Primary 3	Primary 4	Primary 5	Primary 6
<b>Date</b>	17th Feb 2023 (Friday)	3rd Feb 2023 (Friday)	10th Feb 2023 (Friday)	27th Jan 2023 (Friday)	13th Jan 2023 (Friday)
<b>Zoom Details</b>	It will be sent out through Parents' Gateway 3 days prior to the respective session.				
<b>1500hr</b>	Principal's Address – School Directions				
<b>1515hr</b>	Year Head's Address – Level Programme Academic Heads' Address – Curriculum Matters				
<b>1610hr</b>	Break				
<b>1615hr</b>	Form Teacher's Address – Class Focus				
<b>1645hr</b>	End of session				

#### **N. PHOTO-TAKING FOR P6 STUDENTS FOR THE SCHOOL SMART CARDS (SSC)**

*(Ms Gracia Tye, Admin Manager)*

MOE will be conducting the yearly photo-taking exercise for all students in Primary One (P1) and Primary Six (P6) for the purpose of generating the School Smart Card (SSC). The photo-taking will be conducted by Transit Link's appointed vendor on behalf of MOE. The SSC serves as the student's identification card and can be used for concessionary travel on public transport and to borrow library books from the National Library Board and the school's library, amongst other usage.

The photo-taking session for our school is scheduled on **Thu, 16.02.2023 and Fri, 17.02.2023**. Following the photo-taking, P1 students will get their SSCs by end March 2023, while the photos for P6 students will be used for the printing of Secondary SSCs when they are promoted to Secondary One in 2024. For P1 students, while pending the receipt of the SSCs, students can continue to use the Child Concession Card for free travel on public transport until 30 April 2023.

Please be informed that all P1 and P6 students are required to be dressed in their school uniform for the photo-taking session. Please also ensure that your child's/ward's hair is neat and tidy.

If your child/ward is unable to attend the photo-taking session, the school will either arrange for him/her to have his/her photo taken on another day or request the parent/guardian to submit a softcopy photo to the school.

**O. CLOSURE OF STALL 2 (COLD DRINKS) AND TEMPORARY CLOSURE OF STALL 5 (MUSLIM FOOD)  
TILL MID JANUARY 2023**

*(Ms Gracia Tye, Admin Manager)*

The school would like to inform all parents that the current stallholder for Stall 2 and stall 5 is no longer operating the stall when school re-opens on 4 January 2023. The school is currently looking for a new stallholder for Stall 2. Stall 5 new stallholder will start operating the stall in January 2023 once the licensing from Singapore Food Agency has been approved. Muslim students can continue to patronise Stall 8 for halal meals.

There are several water coolers available in the school. Students are encouraged to bring their own water bottles and they may refill their water bottles at the water coolers. Stall 1 (Hot drinks and snack stall) will be selling packet drinks for the interim period.

Prepared by



Ms Gracia Tye  
Administration Manager

Endorsed by



Principal

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**P3 MODULAR CCA  
Acknowledgement Slip  
Reply by Fri, 06.01.2023**

I have read **Item K** of the January 2023 Notification for Parents/ Guardians and have taken note of the contents.

Name of Child: \_\_\_\_\_

Class: \_\_\_\_\_

Name of Parent: \_\_\_\_\_

Contact No: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

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