



# Radin Mas Primary School

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

## SEP 2019 - Notification for Parents and Guardians

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### A. THE WEEKS AHEAD

Date	Event Description
Thu, 05.09.2019	Teachers' Day Celebration <b>(Note: School functions from 7.40 am to 12.00 pm. The school will make the necessary arrangement if your child is taking the school bus otherwise kindly make your own transport arrangements.)</b>
Fri, 06.09.2019	School Holiday – Teachers' Day
Sat, 07.09.2019 – Sun, 15.09.2019	Term 3 School Holidays
Thu, 12.09.2019 – Fri, 13.09.2019	Term 3 School Holidays P6 remedial classes for selected students
Fri, 20.09.2019	PSLE LC Home-based Learning (For P1 to P5 Students) <b>(Note: All P1 – P5 Students Stay At Home)</b>
Thu, 26.09.2019	PSLE EL/ FEL Paper 1 and Paper 2
Fri, 27.09.2019	PSLE Ma/ FMa Paper 1 and Paper 2
Mon, 30.09.2019	PSLE MT Paper 1 and Paper 2 PSLE FMT Paper 1
Tue, 01.10.2019	PSLE Sc/ FSc
Wed, 02.10.2019	PSLE HMT Paper 1 and Paper 2

\* PSLE - Primary School Leaving Examination

\* EL – English Language, MT – Mother Tongue, LC – Listening Comprehension, Ma – Mathematics, Sc – Science, F – Foundation

### B. HEALTH ADVISORY & ONLINE TRAVEL DECLARATION FOR SEPTEMBER SCHOOL HOLIDAYS

(Mdm SH Nisaa, AM)

All parents/ guardians are encouraged to monitor the health situations in the countries of travel and to refer to the website of the Ministry of Foreign Affairs (MFA) for travel advisories. Please remain vigilant and observe measures recommended by local health authorities when travelling overseas. Parents/ Guardians travelling overseas should eRegister with MFA at <http://eregister.mfa.gov.sg/> to facilitate contact tracing in the event of an emergency.

Please inform the school of your child(ren)'s travel plans for the School Holidays, by indicating your travel details in [go.gov.sg/rmpsseptemberholidays](http://go.gov.sg/rmpsseptemberholidays) by **Fri, 06.09.2019**. If you are not able to submit your reply through the url given, please complete the attached form and submit it in hardcopy to the General Office through your child by the same date.

### C. HOME-BASED LEARNING (For P1 to P5 students)

(Mr Saravanan S/O Shanmugam, HOD ICT)

The school will be conducting Home-based Learning for P1 to P5 students on **Fri, 20.09.2019** during PSLE Listening Comprehension. All P1 to P5 students **are not required** to report to school on 20.09.2019 and are to complete the home-based learning assignments.

The objectives of the Home-based Learning are:

- To inculcate independent learning habits in our students;
- To empower students with the necessary skills to use technology for self-directed learning;
- To prepare students in the event of unexpected school closure due to national emergencies.



Assignments may be in the form of digital (e.g. Student Learning Space) and/ or non-digital prints (e.g. Workbooks, Worksheets, etc.). All learning tasks will be published on the school's website as well as uploaded onto the Student Learning Space. All online tasks and non-digital assignments must be submitted by **Mon, 23.09.2019**. Non-digital assignments must be handed in to the respective subject teachers.

The suggested duration for Home-based Learning for students is as follows:

Level	Subjects	Duration
Primary 1	English, Mathematics & Mother Tongue	3hr
Primary 2	English, Mathematics & Mother Tongue	3hr
Primary 3	English, Mathematics, Mother Tongue & Science	4hr
Primary 4	English, Mathematics, Mother Tongue & Science	4hr
Primary 5	English, Mathematics, Mother Tongue & Science	4hr

Hard copies of the online assignments will be printed and given to students who do not have computers and Internet access at home on **Thu, 19.09.2019**.

If your child/ ward encounters technical problems or login issues when accessing the online portal, you may call SLS Helpdesk hotline at 67026513 between 9.00 am to 9.00 pm on Mondays to Fridays and 9.00 am to 3.00 pm on Saturdays.

#### **D. MINI OLYMPICS**

*(Mr Idham AA, HOD PE/ CCA/ Aes)*

We will be conducting our annual Mini Olympics as part of Children's Day Celebration on **Thu, 03.10.2019**. Our P1 and P2 students will be competing in relay races at the School Hall during curriculum time. Through sport and physical activities, we aim to educate our students to have mutual respect and to strive to be the best that they can be, in the spirit of friendship, unity, and fair play.

Their respective Form Teachers will be participating in some of the games together with them to foster positive teacher and student relationship. Students are to be in their PE attire and they may wear their track shoes for the event.

#### **E. P6 REMEDIAL CLASSES DURING THE SEPTEMBER SCHOOL HOLIDAYS**

*(Mdm Malar Vizhi d/o Govindan, YH UP)*

There will be remedial classes for selected P6 students on **Thu, 12.09.2019** and **Fri, 13.09.2019**. Subject teachers will issue consent forms to the selected students.

#### **F. P6 PERSONALISED LEARNING THROUGH MULTI-DISCIPLINARY PROJECT WORK (PL-MDPW)**

*(Mdm Malar Vizhi d/o Govindan, YH UP)*

RMPS embarked on PL-MDPW to better engage students and enhance their learning through Self-Directed Learning (SDL) and Collaborative Learning (CoL) activities. P6 students will be allowed to select a theme of their choice to further engender a sense of ownership. We are writing to seek your support and participation in facilitating the week-long PL-MDPW programme as Parent Facilitators.

Parent Facilitators will:

- provide consultation to students on how to search for appropriate information online,
- guide the students to do a presentation on their preferred theme and

Parent facilitators will be required to be in school for the duration of the PL-MDPW week. If you are able to partner us on this exciting journey with RMPS teachers and students as a Parent Facilitator, please indicate your interest at [go.gov.sg/rmpsp6plmdp](http://go.gov.sg/rmpsp6plmdp) by **Fri, 06.09.2019**. If you are not able to submit your reply through the url given, please complete the attached form and submit it in hardcopy to the General Office through your child by the same date.

The schedule for the briefing session for parent facilitators is as follows:

Level	Date	Time	Venue
P6	Wed, 02.10.2019	5.00 pm	PAL Room

The tentative schedule for P6 MDPW is as follows:

Primary 5 Schedule																							
	0800	0815	0830	0845	0900	0915	0930	0945	1000	1015	1030	1045	1100	1115	1130	1145	1200	1215	1230	1245	1300	1315	1330
Mon 07.10.2019	Session 1												Recess	Session 2									
Tue 08.10.2019	Session 1						Session 1						Recess	Session 2									
Wed 09.10.2019	Session 1												Recess	Session 2									
Thu 10.10.2019	Session 1				Session 2				Session 2				Recess	Session 3									
Fri 11.10.2019	Setting up				Recess				Celebration of Learning														

### G. P6 BRING YOUR OWN DEVICE (BYOD) INITIATIVE

(Mr Saravanan S/O Shanmugam, HOD ICT)

BYOD aims to create a 21<sup>st</sup> century learning environment in which students will be provided with equitable access to technology for them to become self-directed learners and collaborative team players. In addition, they will also learn how to handle computing devices in a productive and responsible manner. RMPS implemented BYOD at P4 and P5 successfully in 2016. Many students brought their own authorized technology devices and had an exciting time of engaged learning with their friends during the PL-MDPW week.

Once again, we ask for parents' support in allowing P6 students to bring their own authorised technology devices to school to enhance learning in the classroom during their PL-MDPW Week in T4Wk4.

#### Specifications of Authorized Technology Devices

Laptops, netbooks, eReaders, iPads and android tablets with either Windows or Apple operating systems are permitted on the school's network. The device should have a minimum display screen size of 7.9 inches (diagonal).



In order to connect to the RMPS Segregated Wireless Network (SWN), the device must meet the prerequisite requirements stated in the table below.

<b>Operating System</b>	Windows Vista / 7 / 8, Apple MacOS, Apple IOS or Android
<b>Updated Web Browser</b>	Internet Explorer (Version 9 or newer), Firefox (Version 15 or newer) and/ or Google Chrome. All of these web browsers can be downloaded free of charge.
<b>Software Applications</b>	Microsoft Office 2007 or newer with Microsoft Word, Microsoft Excel and Microsoft PowerPoint



Please ensure that all technology devices are fully charged so that battery life will not affect proper operation during the school day. Please indicate consent for your child to bring his/ her technology device to school, for use during the MDPW week by **Fri, 06.09.2019** via Parent Gateway. If you are not able to submit your reply through the Parent Gateway, please complete the attached form and submit it in hardcopy to the General Office through your child by the same date.

Prepared by

Mdm Siti Hidayatun Nisaa  
Administration Manager

Endorsed by

Mr Muhammad Farizal Bin Umar Effendi  
Principal

SUMMARY OF DEADLINES				
Item No.	Level	Event Description	Remarks	Deadline
B	P1 – P6	ONLINE TRAVEL DECLARATION FOR SEPTEMBER SCHOOL HOLIDAYS	go.gov.sg/rmpseptemberholidays QR code or hardcopy 	Fri, 06.09.2019
F	P6	P6 PERSONALISED LEARNING THROUGH MULTI-DISCIPLINARY PROJECT WORK (PL-MDPW)	go.gov.sg/rmpsp6plmdpwr QR code or hardcopy 	Fri, 06.09.2019
G	P6	P6 BRING YOUR OWN DEVICE (BYOD) INITIATIVE	Consent via Parent Gateway or hardcopy	Fri, 06.09.2019

**TRAVEL DECLARATION: SEPT SCHOOL HOLIDAYS**

(Response Slip to be completed by Fri, 06.09.2019)

Name of Student : \_\_\_\_\_  
 Class : \_\_\_\_\_

This is to inform the school that my child / my ward will be traveling to the following country / countries during the school vacation. The details are listed below:

Country of Intended Travel	Period of Stay	
	From	To

*Important Notes:*

- Where possible, please also provide details of country and date of transit if you/ your child / your ward will be stopping over at any other country while travelling.
- If your child / ward will not be traveling, please return the form with a NIL return.

Name of \*Parent/ Guardian : \_\_\_\_\_  
 Signature : \_\_\_\_\_

**PERSONALISED LEARNING THROUGH MULTI-DISCIPLINARY PROJECT WORK (PL-MDPW)  
 RESPONSE SLIP**

(Response Slip to be completed by Fri, 06.09.2019)

I am able to volunteer as a **Parent Facilitator** for the Personalised Learning through MDPW programme for **P6** (From: 07.10.2019 to 11.10.2019)

Name of Child: \_\_\_\_\_ Class: \_\_\_\_\_  
 Name of Parent: \_\_\_\_\_ Contact No: \_\_\_\_\_

**BRING YOUR OWN DEVICE (BYOD) INITIATIVE**  
(Response Slip to be completed by Fri, 06.09.2019)

I have read and will educate my child/ward to adhere to the **RMPS Acceptable Use Policy** for BYOD.  
Please indicate with a  $\checkmark$  accordingly:

- My child/ ward **will be bringing** his/ her technology device to school, for use during the MDPW week.
- My child/ ward **will not be bringing** his/ her technology device to school, for use during the MDPW week.

Name of Child: \_\_\_\_\_ Class: \_\_\_\_\_  
Name of Parent: \_\_\_\_\_ Contact No: \_\_\_\_\_



**P6 RMPS ACCEPTANCE USE POLICY (RMPS AUP) FOR BRING YOUR OWN DEVICE (BYOD)**

*(Mr Saravanan S/O S, HOD ICT Covering)*

The RMPS AUP is an agreement, which outlines the responsibilities for students and parents concerning BYOD. The document addresses concerns and provides guidelines for the proper usage of the technology devices. In order for a student to use his or her technology device in BYOD, parents/ legal guardians must read and acknowledge that they have read the attached RMPS AUP. When a student brings his/ her own devices to school, it is mandatory that he/ she utilise the RMPS Segregated Wireless Network (SWN) only.

We thank you in advance and look forward to your support in making your child's Personalised Learning through MDPW an even more enriching experience.

**SWN Guidelines**

1. Students must use the school's SWN network and not a cell phone or service provider's data network (e.g. 3G, 4G, LTE) or any other wired or wireless network.
2. They must log into SWN using their wireless ID, and sign in using their assigned username and password.
3. By authenticating and logging into the wireless network, the student agrees to comply with the terms of the user policy.
4. Students must use the SWN only for school-related activities and not tamper with the network outlets in any way.
5. Students should be considerate and not engage in actions or activities that interfere with the functions of the systems, cause congestion to the network or interfere with the work of others.
6. Students are responsible for abiding by the guidelines set out in this AUP.
7. Students may access social media for educational use in accordance with their teacher's approved plan.
8. Students who disregard this policy and its accompanying procedures may have their user privileges suspended or revoked, and disciplinary action taken against them.

**Students must respect and protect the privacy of others by doing the following:**

1. Use only assigned network and user accounts.
2. Seek a file's owner's permission for using or altering his/ her file.
3. Refrain from distributing private information about others or themselves.
4. Using the camera function only with the permission of the teachers and upon permission granted by the subject of the photo or video.

**Students must respect and protect the intellectual property of others by doing the following:**

1. Seek permission and acknowledge the owners of the materials in their presentation.
2. Report any copyright infringement; do not assist or participate in such activities.
3. Respect the rights of others by complying with all the school policies regarding the protection and use of intellectual property.
4. Ask for permission if they need to install any software in the local hard disk or server drives.
5. Comply with the guidelines of any third party organization that the School may from time to time agree to adopt for its implementation.

*Failure by users to observe the abovementioned policies may result, whether directly or indirectly, in the school being involved in claims and/ or suffering damages, losses and expenses. A user shall indemnify the school and its officers for any such claims, damages, losses and expenses resulting from the user's failure to observe any of the above stated policies.*

**Students must respect and practise the principles of online community by doing the following:**

1. Communicate only in ways that are kind and respectful.
2. Report threatening or discomfoting materials to a teacher.
3. Encourage others not to access, transmit, copy, or create mobile apps, websites, or other material with inappropriate information, content, ads, or any material that is not age or school appropriate.

4. Discourage and report any accessing, transmitting, copying, or creating of material that violates the school's code of conduct (such as messages/ content that are pornographic, threatening, rude, discriminatory, or meant to harass).
5. Discourage and report any online acts that are criminal or violate the school's code of conduct.
6. Use another student's device only when specifically permitted by that student and with the permission of a school administrator or teacher.
7. Avoid spam, chain letters, or other mass unsolicited mailings.
8. Refrain from involvement in buying, selling, advertising or other businesses.

### **Accounts & Passwords**

1. Accounts and passwords are assigned to individual users and are not to be shared. Users are solely responsible for all functions performed from their assigned accounts and passwords.
2. Using another person's accounts and passwords, with or without the person's permission, is a serious violation.
3. Users should avoid, discourage or report any attempts to crack, copy and/or capture another person's computer password or email account.

### **Email, Web and Learning & Management Systems**

The following conduct and actions are strictly prohibited:

1. Sending/ posting of pornography or defamatory materials/ messages.
2. Sending forged email or posting forged messages, impersonating another person or sending email anonymously.
3. Making changes to one's personal learning device's system configuration that would interfere with the school's management and monitoring systems.
4. Flooding a user or a site with a very large volume of email.

### **Students must ensure the safety of their own devices by doing the following:**

1. Be responsible and exercise care in carrying and using their devices.
2. Ensure that all classroom doors are locked whenever the class has to move to another venue for lessons.
3. Report any suspicious character inside or near the classroom to any teacher or at the General Office.
4. Secure their devices and not leave them in the school premises overnight.

### **Students must ensure that their devices have sufficient battery life by doing the following:**

1. Charge the technology devices fully before coming to school.

*Violations of the above policies, regulations, or school rules involving a student's personal electronic device may result in the loss of use of the device in school and/ or disciplinary action. The school reserves the right to inspect a student's personal electronic device if there is reason to believe that the student has violated board policies, regulations, school rules or has engaged in other misconduct while using their personal electronic device. Any search will be conducted in compliance with school policies.*