



Radin Mas Primary School

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

Jan 2021 - Notification for Parents and Guardians (Primary 1)

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A. THE WEEKS AHEAD

Date	Event Description
Mon, 04.01.2021	Primary 1 Orientation & Camp
Fri, 08.01.2021	Return of report books to Form Teachers for P2 to P6 students
Mon, 11.01.2021	Start of P4 to P6 students Co-Curricular Activities
Tue, 12.01.2021	P6 Adventure Camp 1
Thu, 14.01.2021	P6 Adventure Camp 2
Fri, 15.01.2021	Start of P3 Modular Co-Curricular Activities P6 Parent-Teacher Meeting
Tue, 19.01.2021	P6 Adventure Camp 3
Thu, 21.01.2021	P6 Adventure Camp 4
Fri, 22.01.2021	P5 Parent-Teacher Meeting P2 Camp
Tue, 26.01.2021	P6 Adventure Camp 5
Thu, 28.01.2021	P6 Adventure Camp 6
Fri, 29.01.2021	P4 Parent-Teacher Meeting
Thu, 04.02.2021	P2 Parent-Teacher Meeting
Fri, 05.02.2021	P3 Parent-Teacher Meeting

B. SAFE MANAGEMENT MEASURES FOR SCHOOL REOPENING

We will ensure that safe management measures are in place to keep our students safe:

- Daily temperature-taking with additional visual and question screening will continue to be carried out for all students and staff. In addition, students and staff who are unwell, or who have adult household members on home quarantine / Stay Home Notice or have flu-like symptoms such as fever and cough, will be required to stay away from school. P1 students will be given an oral digital thermometer on their first day in school. They will be taught on the usage of the oral digital thermometer. They are to bring it every day to school.
- Students and staff are required to wear their masks. Students are to bring to school a clean, resealable bag, with their name clearly labelled, to keep their mask during PE lessons and recess.
- Students will practise frequent hand-washing throughout the school day and practice wipe down of tables and shared equipment after use.
- The school will clean high-touch surfaces more frequently and disinfect the premises daily.
- Intermingling across classes and levels will be minimised.



- There will be fixed exam-style seating in classrooms and spaced seating in canteens or alternative venues.
- We will stagger recess and dismissal timings to reduce congestion. We would also like to encourage all students to bring packed food from home for recess so as to ease the queue at the canteen stalls and that they will also have sufficient time to finish their food.

C. CURRICULUM TIME

The 2021 RMPS school schedule will be as follows:

Description	Level	Mon	Tue	Wed	Thu	Fri
Arrival Time	P1 – P6	7.35 am				
Staggered Dismissal Time	P1	1.00 pm				12.45 pm
	P2 and P4	1.10 pm				12.55 pm
	P3 and P5	1.20 pm				1.05 pm
	P6	1.30 pm				1.15 pm
After School Programmes (2.00 – 4.00 pm)	P3 – P6	P4 – P6 CCA	Remedial Lessons (for selected students)	CCA (for selected students)	Remedial Lessons (for selected students)	Semester 1 P3 Modular CCA

Recess and Snack Break Time

SEMESTER 1, 2021			
LEVEL	RECESS	SNACK BREAK	STAGGERED LUNCH ON MONDAY BEFORE CCA
PRIMARY 1	10.15 am – 10.45 am	12.15 pm	Not Applicable
PRIMARY 2	9.45 am – 10.15 am	12.15 pm	Not Applicable
PRIMARY 3	8.45 am – 9.15 am	12.15 pm	Not Applicable
PRIMARY 4	11.15 am – 11.45 am	9.15 am	1.30 pm - 2.10 pm
PRIMARY 5	9.15 am – 9.45 am	12.15 pm	12.45 pm - 1.15 pm
PRIMARY 6	10.45 am – 11.15 am	9.15 am	1.30 pm - 2.10 pm

Visitor Management

The school has embarked on SafeEntry to manage entry and exit of staff and visitors. This will be carried out on top of our existing visitor management measures. All visitors to the school would still need to declare their travel history and have their temperature taken at the guard house before entering the school.

D. PRIMARY 1 ORIENTATION & CAMP PROGRAMME

Arrangements for First Day of School – Mon, 04.01.2021

- All Primary 1 (P1) students will start school from **Mon, 04.01.2021**. On Mon, 04.01.2021, at most **one parent/ guardian will be allowed to accompany your child/ ward** into the school to ease your child into his/ her new school. This is to facilitate the onboarding of P1 students and ensure that SMMs can be implemented effectively.
- The Primary 1 Orientation & Camp will take place on **Mon, 04.01.2021**. The detailed programme is attached at Annex 1. Students are to come in their PE Attire.
- **Items to bring:** Stationery, story book, water bottle, food/ money for recess, food for Snack Time, spare mask (kept in a ziplock bag/ mask box)
- Primary 2 (P2) to Primary 6 (P6) students will attend school from **Tue, 05.01.2021**. However, Student Care Centres (SCCs) will be open for enrolled P2 to P6 students only in the afternoon of **Mon, 04.01.2021**. Students who require care arrangements on the morning of **Mon, 04.01.2021** will be supervised by their teachers in school. Parents who need these care arrangements should contact your child's school directly.

E. 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, Prize Giving 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.

F. SAFETY & SECURITY

F1 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	12.55 pm - 2.00 pm	
	Fri	1.30 pm - 2.15 pm	12.40 pm - 2.00 pm	
Dismissal After CCAs	Mon	4.30 pm - 5.00 pm	4.00 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, eg 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.

F2 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.

F3 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 fetch him/ her/ them at dismissal, please note of the "STRICTLY FOR DROP OFF AND PICK UP" signs 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 fetch 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 fetch 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.

Parking Along Bukit Purmei Avenue at Dismissal

If you fetch 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.

G. ADMINISTRATIVE MATTERS

G1 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 fetched 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 fetch him/ her/ them must sign him/ her/ them out at the General Office.

G2 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, eg 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.

G3 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.

G4 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.

DAY	TIME
Tue, Wed & Thu	11.30 am – 12.30 pm

G5 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.

DAY	TIME
Mon - Fri	1.45 pm – 3.00 pm

H. PHOTO-TAKING FOR P1 STUDENTS FOR THE SCHOOL SMART CARDS (SSC)

The TransitLink Pte Ltd will be conducting the yearly photo-taking exercise for all P1 students for the issue of the SSC on **Mon, 08.02.2021**. P1 students will get their SSCs by the end of March 2021.

Prepared by


Mdm Siti Hidayatun Nisaa
Administration Manager

Endorsed by


Mr Muhammad Farizal Bin Umar Effendi
Principal

ANNEX 1 - RMPS PRIMARY 1 ORIENTATION CAMP – 04.01.2021

Time	1R & 1I	1A & 1N	1D, 1M & 1S	Parents
Before 07.15 am	<ul style="list-style-type: none"> All students and parents to wait in the canteen, at the designated class tables. 			
07.15 – 07.45 am	Students will proceed up to the hall for lining-up with the Form Teachers.		Students will wait in the canteen with the Form Teachers.	<ul style="list-style-type: none"> Parents will be ushered up to the P4 classrooms for the parents' programme.
07.45 – 08.15 am	Movement to the classrooms and settling in. <ul style="list-style-type: none"> Morning Assembly in the classrooms at 08.00am, via the PA System. 			
08.15 – 08.45 am	A1 Getting to know you/Bingo	A2 Canteen Orientation	A3 School Tour	
08.45 – 09.15 am	A3 School Tour	A3 School Tour	A2 Canteen Orientation	Talks (rotational) <ul style="list-style-type: none"> P/VP HOD EL & HOD MA HOD PE, CCA & Aes, & SH Aes HOD CCE & HOD Discipline HOD MT (include TL & ML in briefing) ParentLink <p><i>*Parents will also be able to observe their children during recess.</i></p>
09.15 – 09.45 am	A2 Canteen Orientation	A1 Getting to know you	A1 Getting to know you	
09.45 – 10.15 am	Recess	A4 Class Cheer	A4 Class Cheer	
10.15 – 10.45 am	A4 Class Cheer	Recess	A6 Games	
10.45 – 11.15 am	A6 Games	A5 My New School	Recess	
11.15 – 11.45 am	A5 My New School	A6 Games	A5 My New School	
11.45 – 12.15 pm	A7 Radin Mas Story / Class Cheer	A7 Radin Mas Story / Class Cheer	A7 Radin Mas Story / Class Cheer	
12.15 – 12.45 pm	Snack Time			
12.45 – 01.15 pm	Ready-For-School Celebration			
01.15 – 01.30 pm	Preparation for Dismissal <ul style="list-style-type: none"> Form teachers will guide the students whose parents are not fetching them from school, to the school canteen, bus operators or After School Care Centre teachers accordingly for dismissal 			If parent is bringing the child home, parent and child will leave from the classroom.
01.30 pm	Dismissal			