



# Radin Mas Primary School

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

## Jan 2022 - Notification for Parents and Guardians (Primary 1)

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### A. THE WEEKS AHEAD

Date	Event Description
Tues, 04.01.2022	P1 report to school P1 Orientation and Camp
Wed, 26.01.2022	Chingay Assembly
Mon, 31.01.2022	Chinese New Year Celebration <b>Note: School functions from 7.45am to 10.30am</b>

### B. FROM THE PRINCIPAL'S DESK

Wishing all parents, guardians, students and staff a wonderful 2022 ahead!

2021 was another challenging year for us as a nation and also in Radin Mas Primary School. It is a year characterized by multiple inconveniences and disruptions as we navigated the demands of Covid-19 as a school. However as a school, I am heartened as we were able to see a silver lining in our struggles as we took advantage of these challenges to shape grit, resilience and relay optimism. We have done well as a school in 2021, and this is not only seen in our PSLE results but also in our ability to still push growth and development in all our students. In short, we were still able to work hard, play hard and make a mark. For that, I am immensely proud of the efforts of our staff and students and also thankful to the roles played by our parents and guardians in partnering the school as we pivoted, adjusted and modified our programmes and approaches to still push forth a quality holistic education for all our students.

2022 may also usher in uncertainties, but I am confident that the school is again ready to put up a strong united front to manage all these uncertainties and still provide ample platforms and opportunities for our students to flourish. Let us continue to work together in 2022 and to seize on the challenges brought about by COVID-19 to shape resilience, positivity and growth to allow each Radin Mas student to shape their own Radin Mas Story for 2022!

Stay safe and positive always!



SCHOOL GREEN AWARDS  
VANDA MISS JOAQUIM  
AWARD



## C. PRIMARY 1 ORIENTATION & CAMP PROGRAMME

(Mrs Doreen Foo, YH LP)

Arrangements for First Day of School – Tue, 04.01.2022

- All Primary 1 (P1) students will start school from Tue, 04.01.2022. On Tue, 04.01.2022, only 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.
- Only vaccinated parents, or unvaccinated parents (including those medically ineligible for the vaccines) with a negative ART self-swab result are allowed to accompany their child for P1 orientation. Unvaccinated parents will be required to show a photo of a negative ART result performed within 24 hours prior to entry.
- The Primary 1 Orientation & Camp will take place on **Tue, 04.01.2022**. The detailed programme is attached at Annex 1. Students are to report 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), TraceTogether (TT) token and thermometer (*the school will be issuing a thermometer on the first day of school*).

## D. SAFE MANAGEMENT MEASURES FOR SCHOOL REOPENING

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

- Daily temperature-taking and screening for flu-like symptoms will continue to be carried out for all students and staff. In addition, students and staff who are unwell will be required to stay away from 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 practise wipe down of tables and shared equipment after use.
- Students and staff are not to enter the school if they are on Isolation Order (IO) or Stay Home Notice (SHN).
- 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.
- Parents may collect TT tokens for your child(ren) / ward(s) from any Community Centre/Club. Singaporeans and Permanent Residents who are collecting their tokens for the first time can also request for the TT token to be delivered via post. Details can be found at [token.gowhere.gov.sg](http://token.gowhere.gov.sg).
- Students must bring their TT token and thermometer daily. Parents/Guardians are encouraged to reiterate these expectations to their child/ward and to view this as a key aspect of personal and social responsibility.

## E. CURRICULUM TIME

The 2022 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	1.10 pm				12.55 pm
	P3 and P4	1.20 pm				1.05 pm
	P5 and P6	1.30 pm				1.15 pm
After School Programmes	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

SEMESTER 1, 2022		
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	8.45 am – 9.15 am	12.15 pm – 12.30pm
PRIMARY 4	11.15 am – 11.45 am	9.15 am – 9.30pm
PRIMARY 5	9.15 am – 9.45 am	12.15 pm – 12.30pm
PRIMARY 6	10.45 am – 11.15 am	9.15 am – 9.30pm

## 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.

## F. DEVELOPING POSITIVE HABITS

*(Mr Chua Wee Nam/ HOD Student Management)*

RMPS believes in the importance of inculcating strong values and a sense of personal responsibility and self-discipline. These values and dispositions are essential for a child's pursuit of excellence in all areas.

Our school rules and expectations are found in our school website and we encourage you to go through them with your children. We would like to highlight these key points:

1. Respect and Graciousness. At home and in school, these values are the foundation that we want all children to develop and live out. Encourage your children to show respect in deed and word to their peers and school staff. Remind them to be gracious by putting the needs of others ahead of self.
2. Responsibility. We want our students to exercise ownership of the things they do and have. Encourage your children to pack their own school bags each night. Being responsible also means one values time: it shows respects to others when one is on time. Students are expected to report to their respective assembly areas by 7.40 am every day for flag raising. We encourage students to arrive in school earlier so that they have time to settle down at their seats and start the day by reading a storybook. Please note that habitual tardiness and absence from school, CCA or school events will affect a student's Conduct Grade.
3. Students are discouraged from bringing smart devices such as mobile phones to schools. Devices are to be turned off during curriculum hours, unless permission is given by teachers. Students are only allowed to use their devices to make personal calls **after school**, and only at the canteen or the foyer. Parents seeking to contact their children during curriculum hours should call the school line.
4. Students must wear their school uniform in accordance to the dress code. An integral part of the Radin Mas uniform is the student's nametag. It helps staff to quickly identify and address students by name. The nametag should be placed above the school crest on the uniform. Please refer to the Students' Handbook for rules about the school uniform and the placement of the nametag. Due to the current Covid situation, students are allowed to report to school daily in PE attire.
5. Students are expected to report to school with neat and tidy hair. Girls' hair accessories must be either black or dark blue. Girls' hair that reaches the uniform's collar must be tied up neatly. Boys' hair must be kept short and neat at the back and sides. Hairstyles such as undercut are not permitted. Students should not dye their hair.

## G. 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 2022 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 a new 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
Monday	Bilingual Reading Programme (English Language)
Tuesday	Bilingual Reading Programme (English Language)
Wednesday	Bilingual Reading Programme (Mother Tongue Language)
Thursday	Bilingual Reading Programme (Mother Tongue Language)
Friday	Friyay! @ RMPS

## H. BILINGUAL READING PROGRAMME

(Mdm Lee SW, HOD MTL)

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).

## I. 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.

## J. SAFETY & SECURITY

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

### J1 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 - 1.30 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, 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.

### J2 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.

### J3 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.

#### 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.

## **K. ADMINISTRATIVE MATTERS**

### **K1 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 up him/ her/ them must sign him/ her/ them out at the General Office.

### **K2 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.

### **K3 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.

### **K4 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

### **K5 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

## **L. CHINESE NEW YEAR CELEBRATION**

*(Mdm Lee SW, HOD MTL)*

The school will celebrate Chinese New Year on Monday, 31.01.2022. On that day, students will be in school from **7.45 am to 10.30 am (with staggered dismissal timing for each level)**. They are encouraged to bring mandarin oranges to school to greet their teachers.

There will be no recess for the students that day so your child/ward is strongly encouraged to have his/her breakfast before coming to school. However, all students will still have snack time at 9.15am and your child/ward could bring a healthy snack that day.

If your child does not take the school bus home, kindly make your own transport arrangements. **Do also ensure that your child reports to school in school uniform for the celebration.**

Please take note of the staggered dismissal schedule as follows:

LEVEL	DISMISSAL TIME
P1	10.00 am
P2	10.10 am
P3 & P4	10.20 am
P5 & P6	10.30 am

#### **M. PHOTO-TAKING FOR P1 STUDENTS FOR THE SCHOOL SMART CARDS (SSC)**

*(Ms Gracia Tye, Admin Manager)*

The TransitLink Pte Ltd will be conducting the annual photo-taking exercise for all P1 students for the issue of the SSC on **Mon, 14.02.2022**. Students are to wear their school uniform for the photo-taking session. P1 students will get their SSCs by the end of March 2022.

Prepared by



Ms Gracia Tye  
Administration Manager

Endorsed by



Mr Muhammad Farizal Umar  
Principal

## Annex 1

### 4<sup>th</sup> January 2022 - P1 Students Programme

Time	1A & 1I	1D & 1M	1R, 1N & 1S
07.15 – 07.45 am	<ul style="list-style-type: none"><li>All students and parents to wait in the canteen at the designated class tables.</li><li>Movement to classrooms and settling in.</li></ul>		
07.45 – 08.15 am	Morning Assembly		
08.15 – 08.45 am	A1 Starting Friendships: Getting to Know You	A2 Canteen Orientation	A3 School Tour + Radin Mas Cheer
08.45 – 09.15 am	A3 School Tour + Radin Mas Cheer	A3 School Tour + Radin Mas Cheer	A2 Canteen Orientation
09.15 – 09.45 am	A2 Canteen Orientation	A1 Starting Friendships: Getting to Know You	A6 Snack Break & Healthier Food Choices
09.45 – 10.15 am	Recess	A4 My New School	A1 Starting Friendships: Getting to Know You
10.15 – 10.45 am	A4 My New School	Recess	A4 My New School
10.45 – 11.15 am	A5 Radin Mas Story & Mascots	A5 Radin Mas Story & Mascots	Recess
11.15 – 11.45 am	A6 Snack Break & Healthier Food Choices	A6 Snack Break & Healthier Food Choices	A5 Radin Mas Story & Mascots
11.45 – 12.30 pm	<ul style="list-style-type: none"><li>Reflection &amp; Wipe down</li><li>Prepare for dismissal</li></ul>		
12.30 pm	Student Dismissal		



#### 4<sup>th</sup> January 2022 - P1 Parents Programme

Time	1A & 1I	1D & 1M	1R, 1N & 1S
07.15 – 07.45 am	<ul style="list-style-type: none"> <li>All students and parents to wait in the canteen, at the designated class tables.</li> <li>Movement to classrooms and settling in.</li> </ul>		
07.45 – 08.00 am	Morning Assembly		
08.00 – 08.45 am	Curriculum Areas – English, Math, Mother Tongue		
08.45 – 09.15 am	Co-curriculum Areas – PAM & CCE		
09.15 – 09.45 am	Transitioning in Primary 1 – Talk will focus on supporting your child’s learning and well-being	School Leaders’ Address & School Tour	Transitioning in Primary 1 – Talk will focus on supporting your child’s learning and well-being
09.45 – 10.15 am	Recess Observation	Recess Observation	Engagement Session by Form Teacher (15min) & ParentLink (45min)
10.15 – 10.45 am	School Tour & School Leaders’ Address Parents will begin with the school tour first.		
10.45 – 11.15 am	Meeting points: <ul style="list-style-type: none"> <li>1A parents: Foyer</li> <li>1I parents: NE Promenade</li> </ul>	Transitioning in Primary 1 – Talk will focus on supporting your child’s learning and well-being	Recess Observation
11.15 – 11.45 am	Engagement Session by Form Teacher (15min) & ParentLink (45min)	Engagement Session by Form Teacher (15min) & ParentLink (45min)	School Tour & School Leaders’ Address
11.45 – 12.15 pm			Parents will begin with the school tour first. Meeting points: <ul style="list-style-type: none"> <li>1R parents: Foyer</li> <li>1N parents: NE Promenade</li> <li>1S parents: outside the canteen</li> </ul>
12.15 pm	<ul style="list-style-type: none"> <li>Wipe down</li> <li>Prepare for dismissal</li> </ul>		

***[Due to Covid restrictions and a tight programme, the school is unable to provide parents/guardians with a prolonged break. Light snacks (biscuits and mineral water) will be provided to all parents/guardians. Thus parents/guardians are encouraged to have their breakfast before reporting to school on 4<sup>th</sup> January 2022.]***