



Ref No: PCPS 2023/001

4 January 2023

Dear Parents/Guardians and Partners,

### **2023 TERM ONE LETTER TO PARENTS**

Greetings and Happy New Year to all!

The year 2023 marks the new phase of growth for Punggol Cove Primary School with the change of school leadership. As I assume leadership of the school as its second Principal, I am appreciative of the pioneering work by my predecessor who had fostered a caring and empowering school culture and readied the school for the next stage of its development. It is my privilege to be given the opportunity to serve and contribute to our big family at Punggol Cove Primary and MK@Punggol Cove and build upon the good work done. Together with my staff and in collaboration with parents and stakeholders, we will bring out the best in every PCPS student.

In Punggol Cove, we believe that 'Every Child is a Gift, is Gifted and is a Gift to the Community'. We are committed to value each 'Gift' who has been entrusted upon us by our parents and to discover the gem in each of them. It is our mission to provide an inclusive learning environment where each child develops the confidence and dispositions to strive and thrive in his/her own rights. Through our mindful school programmes and experiences, we seek to ignite the joy of learning in the students, nurture the unique strengths and talents in every child and develop his/her potential to be a curious learner, critical thinker, an upright and empathetic contributor to the community.

Braving the pandemic over the last 3 years, we are grateful to our staff who have been adaptable, open-minded and resilient in the face of uncertainties and stood together to ensure that learning continued and kept the school safe for all. Moving forward to live with Covid-19, we look forward to resume normalcy in our school programmes and learning experiences which are critical to the social development and mental wellness of our students. To meet the diverse needs of our students, our teachers continually upskill to enhance their subject mastery and pedagogical skills to design purposeful learning experiences that are authentic and relevant for our learners. We embrace partnerships with community and industry to extend the learning of our students and staff to broaden their horizons and perspectives.

We thank our School Advisory Committee, parents and partners for their understanding and support as they journeyed alongside the school since its inception. We look forward to their continued support and feedback as we work together as One PCPS to realise our desired outcomes to nurture the whole child and grow the future leader in every PCPS student.

We wish one and all a Healthy, Engaging and Purposeful 2023!

Yours in Education,  
Mrs Teo Whye Choo  
Principal

***'It's what students do with what they learn when they can do what they want to do that is the real measure of educational achievement.'***

***.... 'Elliot W. Eisner'***

## General Information

### 1) COVID-19 SAFE MANAGEMENT MEASURES (SMMs)

As the nation transits to living with Covid-19 with SMMs further relaxed, the school remains vigilant and emphasises on the importance of personal hygiene and social responsibility so that our school remains a safe and conducive environment for teaching and learning to take place.

We would like to seek the collective effort of all staff, parents and students to exercise social responsibility and observe the following safe management measures: -

#### a) *Students who are Unwell and/or have a Positive ART/PCR Result*

Students who are unwell and/or have a positive ART/PCR result **must not report to school**. They should follow MOH's Protocols 1 and 2 respectively. Please inform the form teacher of the medical leave and symptoms, if any.

#### b) *Students who are a Close Contact of a COVID-19 Case*

Students who are a close contact of a COVID-19 case should follow MOH's Protocol 3.

- Student should **take an ART self-test daily** before going out **over the next 5 days**.
- Be socially responsible and **only leave your place of residence if ART result is negative**. If your ART result is positive, see Protocol 2.
- If ART result is negative on Day 5, no further test needed.

For more information on MOH's Protocols 1 to 3, you may wish to visit MOH's website at <https://www.covid.gov.sg/>.

### 2) COVID-19 VACCINATION FOR STUDENTS

As announced by the MTF on 7 October 2022, children aged 5-11 are recommended to receive a booster dose 5 months after they received their second dose. Booster vaccinations for children aged 5 to 11 years began on 25 October 2022 and parents have been informed via Parent Gateway on 8 October 2022.

Students will be excused from strenuous physical activities for two weeks after each vaccination dose or booster shot. To ensure that the school is updated of your child's vaccination and exempt them from physical activities for two weeks, below are some measures that the school will be implementing.

- i. All PE and CCA teachers will check in with the students before the start of these activities of any recent vaccination.
- ii. Students should also inform their PE, relevant CCA and other teachers about the date of their COVID-19 vaccination before the start of PE and CCA. **Please remind your child to inform their PE and CCA teachers as soon as they have been vaccinated.**

### 3) TEMPERATURE-TAKING EXERCISE (11 January 2023)

The school will be conducting the temperature-taking exercise **on Wednesday, 11 January 2023**. The temperature-taking exercise serves to educate our students on the need to take personal responsibility of their own health and practice social responsibility.

As part of the school's preparation for this exercise, **we will be conducting a pre-exercise check on thermometers on Monday, 9 January 2023**. We would like to seek your assistance in ensuring that your child brings his/her personal oral digital thermometer (ODT) to school on the above-mentioned dates. Students, who have misplaced their thermometers or have faulty thermometers, are to replace their thermometers. Thermometers can be purchased at the pharmacies and supermarkets. Alternatively, thermometers can also be purchased at the school bookshop at \$4.50 each.

Primary One students will receive a thermometer each from the Form Teacher on the day of the exercise.

### 4) SCHOOL CANTEEN FOOD & PRICING

The school is on board Health Promotion Board's 'Healthy Meals in Schools Programme'. This programme serves to encourage healthier food and beverage choices in schools. Under this programme, the canteen vendors are to serve wholesome meals that include rice/noodles, meat, vegetables and fruits. It will cost **\$2.00** per meal in our school.

Parents are encouraged to pack a healthy, balanced breakfast meal for their children for recess. If they are buying food from the canteen, students should bring **\$2.80** in order to purchase a set meal & a drink during recess.

### 5) PHOTOGRAPHY AND VIDEOGRAPHY

We would like to inform parents that throughout the course of the year, photograph(s) or video image(s) of you and your child may be captured at all school events. The photos and videos will be used for publicity purposes, on platforms such as school publications, school website, school social media channels, and other official school communication channels.

If you have any concerns or do not wish that your child's images are captured, please inform the school via this link – <https://go.gov.sg/pcps-nophoto> so that we can take appropriate steps to ensure your child is not included.

### 6) PARENTS GATEWAY MOBILE APP

To-date, 99% of our parents have come on board Parents Gateway. We would like to thank you for your support. Parents Gateway is a mobile app specially designed for parents developed by MOE and GovTech. The school will continue to engage parents through Parents Gateway such as sending out consent forms and announcements as well as perform a range of administrative functions including travel declaration.

**For parents who have not come on board, we would like to invite you to come on board.** It will allow the school to disseminate information to you in a timely manner. You may download the free Parents Gateway mobile app on your mobile phone (available on iOS and Android platforms only) and perform a simple one-time on boarding process to access the app.

## 7) STUDENT'S HANDBOOK 2023

The students will be receiving the Student's Handbook 2023 by end of January 2023. The Handbook will serve as a channel of communication between the teachers and parents. It will also be a tool for students to take ownership of their homework as they learn to take notes of their tasks in class and be responsible to complete their work for submission.

Parents and guardians, please read the school rules and discipline policy in the Student's Handbook 2023. and sign on the acknowledgement box on page 24 by **Friday, 3 February 2023**.

## 2023 School Matters

### 8) SCHOOL HOURS

The school hours are **from 7.30 a.m. to 1.30 p.m.** We seek the cooperation of all parents to help us to instil in our students the value of punctuality.

### 9) DISMISSAL TIMING

The dismissal timing will be staggered as follows:

Level	Time
Primary 1	1.15 p.m.
Primary 2	1.20 p.m.
Primary 3 to Primary 6	1.30 p.m.

### 10) RECESS AND SNACK BREAK TIMINGS

The recess and snack break timings are as follows:

Level	Recess Time	Snack Break
Primary 1	9.00 a.m. – 9.30 a.m.	12.20 p.m. – 12.30 p.m.
Primary 2	10.30 a.m. – 11.00 a.m.	8.50 a.m. – 9.00 a.m.
Primary 3	11.00 a.m. – 11.30 a.m.	8.50 a.m. – 9.00 a.m.
Primary 4	11.30 a.m. – 12.00 p.m.	8.50 a.m. – 9.00 a.m.
Primary 5	9.30 a.m. – 10.00 a.m.	12.20 p.m. – 12.30 p.m.
Primary 6	10.00 a.m. – 10.30 a.m.	12.20 p.m. – 12.30 p.m.

### 11) SCHOOL SAFETY AND SECURITY

As you approach the school, you would have noticed red-textured surface, "SCHOOL" markings on the road, as well as "40 km/h When Lights Flash" signs outside our school. There are also traffic lights at the traffic junctions near the school. These road safety measures are part of the Enhanced School Zone Scheme implemented by the Land Transport Authority (LTA) to improve road safety for schools. This scheme highlights to motorists that they are approaching a school and should take extra care, slow down, and be alert to look out for school children crossing the road.

You may encounter heavy traffic during school days especially between 7.15 a.m. to 7.30 a.m. as well as during dismissal time in the afternoon, we seek your understanding to exercise patience when you bring or pick up your child to and from school.

If you walk your child to school, please set a good example by crossing the road at the traffic lights located outside the school. Please remind your child/ward to practice the 'kerb drill' before crossing any roads.

LTA has implemented the road safety measures to safeguard the safety of school children. However, it requires your co-operation to make them work effectively. The public road is a shared space for all road users; let us be more gracious and considerate the next time we are in a school zone.

- a) **For parents driving to school** in the morning, your cooperation is required to ensure that traffic is smooth. Please adhere to the speed limit of 10km/h in the school premises and refrain from getting out of your cars to ensure that the waiting time for drop off is short.
- b) **For parents driving to pick your child up after dismissal**, you are advised to park at the nearby HDB carpark or drive through only after dismissal at 1.45 p.m. The designated drop off/ pick up point is the Foyer (outside General Office).
- c) **For parents sending and picking up your child via the school gates**, please be informed that the gates will only be opened during the stipulated hours below.

<b>MAIN GATE</b> (School Vehicular Traffic Gate)	6.30 a.m. – 7.00 p.m.
<b>GATE A</b> (Small Gate at Main Gate)	6.30 a.m. – 6.45 a.m. 8.00 a.m. – 1.00 p.m. 1.45 p.m. – 7.00 p.m.
<b>GATE B</b> (Side Gate beside Main Gate)	6.50 a.m. – 8.15 a.m. 11.45 a.m. – 2.00 p.m. 3.00 p.m. – 5.00 p.m.
<b>GATE E</b> (Side gate towards LRT Station)	6.50 a.m. – 8.15 a.m. 1.15 p.m. – 2.00 p.m. 3.00 p.m. – 6.00 p.m. 6.00 p.m. – 7.00 p.m. (Student Care dismissal)

Parents will not be allowed to enter the school premises (e.g. Canteen) when dropping off or picking up their child from the school every morning and during dismissal. Parents will also not be able to pass through The Cove (*Indoor Basketball Court*) and Canteen to get to the LRT Station and vice versa.

**For safety and security of the school, parents who wished to enter the school should register at the security guard post through the front gate.**

We seek the understanding and cooperation of parents to wait for your child at the designated Parents' Waiting Area at **Gate B** (*side gate*) or **Gate E** (*towards Nibong LRT*) accordingly.



- i. Parents' Waiting Area at Gate B – Walkway along Gate B leading to the zebra crossing.



- ii. Parents' Waiting Area at Gate E – Walkway along Gate E leading to the gate of The Cove.



- d) Please remind your child/ward to practice the 'kerb drill' before crossing any roads.

## **Term 1 Activities**

To facilitate your planning, here is an update of our activities for Term 1 2023.

### **JANUARY 2023**

#### **12) CHINESE NEW YEAR (CNY) CELEBRATIONS (20 January 2023)**

The school will be celebrating Chinese New Year on Friday, 20 January 2023. The school will **function full day from 7.30 a.m. to 1.30 p.m.** and the Student Care Centre will operate as usual on this day.

#### **13) PUBLIC HOLIDAY: CHINESE NEW YEAR (23 & 24 January 2023)**

There is no school on Monday, 23 January 2023 and Tuesday, 24 January 2023. The Student Care Centre will also be closed on both days.

School will resume on Wednesday, 25 January 2023.

#### 14) SCHOOL SMART CARD PHOTO-TAKING (P1 AND P6)

The Ministry of Education (MOE) will be conducting the yearly photo-taking exercise for all students in P1 and P6 for the issuance of the School Smart Card (SSC). Our P1 and P6 students will have their photographs taken on **Friday, 27 January and Monday, 30 January 2023** respectively.

The P1 students are expected to get their SSCs by end March 2023, while the photo-images captured for P6 students will be used for the printing of Secondary SSCs when they are promoted to Secondary One in 2024.

For your information, children below 7 years old and above 0.9m in height can travel for free on the public transport network with a valid Child Concession Card (CCD). The CCD will expire on 30th April of the year that the child turns 7 years old.

For P1 students who do not have the CCD and require one in the interim, you may wish to apply for a CCD at any Transit Link Ticket Office. More information on the CCD can be found in Transit Link's website at <https://www.transitlink.com.sg/PSdetail.aspx?ty=art&Id=50>.

#### FEBRUARY 2023

#### 15) TOTAL DEFENCE DAY

Total Defence Day is a day we remind our students that Singapore is defensible and is worth defending, and we ourselves must defend Singapore. Singapore has remained safe and peaceful over the past 57 years because we have worked together to keep Singapore strong.

This year, Total Defence Day falls on Wednesday, 15 February 2023. The school will be commemorating the day during that week. More information will be given to the students nearer to the date.

#### MARCH 2023

#### 16) 2023 MARCH SCHOOL HOLIDAYS

Term 1 March holidays will begin **from 11 to 19 March 2023**. School will resume on Monday, 20 March 2023.

We hope this termly letter is useful for you. Should you require further clarification, please do not hesitate to contact us at Tel: 63857339 or email at [punggolcove\\_ps@moe.edu.sg](mailto:punggolcove_ps@moe.edu.sg).

Thank you.

Yours sincerely,



Mrs Teo Whye Choo  
Principal