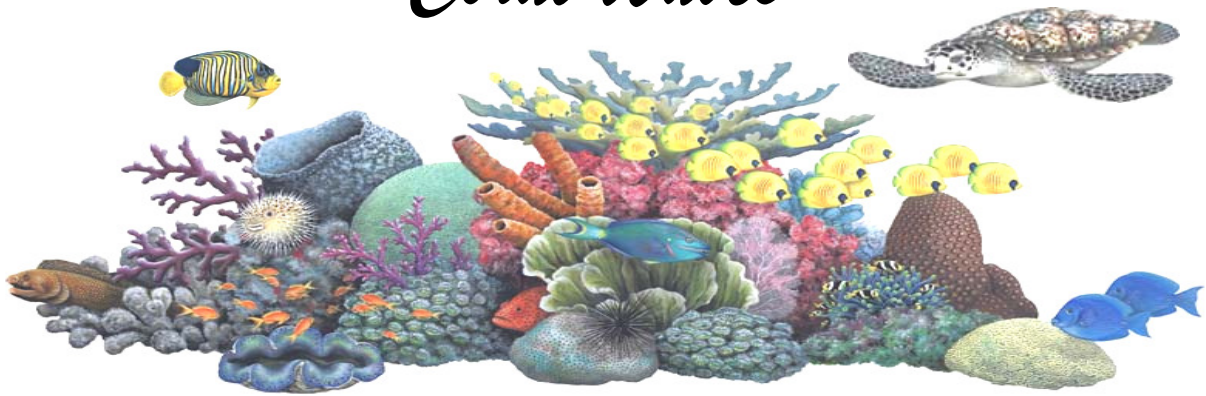




Coral Waves



Dear Parents/Guardians of Coralites

1. WARM GREETINGS FOR ACADEMIC YEAR 2015

- 1.1 My staff and I would like to welcome all our students back to school. We would also like to extend our **warm welcome** to our Primary 1 (P1) students and their parents/guardians as they join our **Coral family**. This marks the beginning of our journey as **partners in your child's/ward's education** as we collaborate to help him/her achieve his/her fullest potential.
- 1.2 We look forward to our parents'/guardians' strong support for our 2015 school programmes.

2. STAFF UPDATES

- 2.1 Mdm Manisah, SH/Partnerships, will be joining Yio Chu Kang Pri in 2015. She will assume the position of SH/Malay Language in her new school. We would like to thank her for her invaluable contributions to the school and wish her all the best for her future undertakings.
- 2.2 I would like to take the opportunity to introduce and welcome a new staff member who has joined our school:

S/N	NAME OF PERSONNEL	DESIGNATION
1.	Mr Lee Lin Ping	SH/Data Management

3. SAFETY OF OUR STUDENTS IN SCHOOL

- 3.1 Parents/Guardians are reminded to **sign in at the Security Post and get a Visitor's Pass if they need to come into the school**. With the Visitors' Pass, parents/guardians can then proceed to make purchases at the book shop or report to the General Office to get assistance on any other matters.

4. 2015 P1 DISMISSAL ARRANGEMENT

- 4.1 Please finalise and submit the **DISMISSAL ARRANGEMENT FORM 2015** to your child's/ward's Form Teacher by **Tuesday, 6 January 2015**.

5. 2015 P2 DISMISSAL ARRANGEMENT

- 5.1 At Coral Primary School, our students' safety is our utmost responsibility. As such, we would like you to confirm the dismissal arrangements. Do finalise and submit the **DISMISSAL ARRANGEMENT FORM 2015** to your child's/ward's Form Teacher by **Tuesday, 6 January 2015**. Your child/ward will be brought to the designated gates or location based on what you have indicated in the form from Wednesday, 7 January 2015. Do stick to your plan and avoid making any change at the last minute as this will confuse your child/ward.
- 5.2 Please use the "Dismissal Arrangement Form" to inform the teacher of any change in your dismissal arrangements. This form can be downloaded via the school website: **DISMISSAL ARRANGEMENT FORM 2015**
- 5.3 We seek your kind understanding and support in this.

6. SUBMISSION OF ACKNOWLEDGEMENT SLIPS

- 6.1 As part of our standard procedures, **Acknowledgement Slips** will be attached to our Coral Waves.
- 6.2 We seek the understanding and co-operation of our parents/guardians to **return the signed Acknowledgement Slips the next day** through your child/ward so that the teachers can collect and file them accordingly. It is to ensure that all our parents/guardians have received the letters which contain important information for your reference pertaining to the school and activities involving your child/ward.
- 6.3 Please assist to ensure that your child/ward returns the Acknowledgement Slips as required as we inculcate the **school value of responsibility** in our students.
- 6.4 The issues of Coral Waves will also be made available on our school website.

7. PRIMARY SCHOOL LEAVING EXAMINATIONS (PSLE) RESULTS 2014

- 7.1 We would like to thank **our P6 parents/guardians** who have given us their strong support as we bring out the best in our students.
- 7.2 I would also like to extend the school's **appreciation to all staff members** who have worked relentlessly in helping and motivating the students to achieve their academic goals.

8. TEMPERATURE TAKING EXERCISE

- 8.1 All P1 students will be given an Oral Digital Thermometer (ODT) and will be taught how to use it. Please help us to remind your child/ward to take good care of the ODT as this free issue is a one-time arrangement.

8.2 As part of our continuing efforts and ring-fencing measures to provide a healthy and safe environment in our school, we will be conducting a temperature-taking exercise on **Wednesday, 7 January**.

9. STUDENT JOURNAL

9.1 Our Student Journal contains useful information for both parents/guardians and our students. Please do spend time going through the contents with your child/ward as you partner us in our continual efforts to develop our students holistically.

9.2 Teachers will also make reference to the contents in the Student Journal periodically. Students are encouraged to pen down their assignments for the day as well as other reminders in their journal. Parents/Guardians may also use the handbook/journal as a mode of communication when they wish to relay short messages to the teachers.

9.3 We will appreciate it greatly if you can acknowledge that you have looked through the relevant pages by completing the Acknowledgement Slip and submitting it to the Form Teacher via your child/ward by **Friday, 9 January**.

10. SCHOOL'S MOBILE PHONE POLICY

10.1 Regarding the use of mobile phones, the school seeks the co-operation of our parents/guardians to submit the request form to the Principal if they want their child/ward to bring one to school.

10.2 The letter (please refer to Annex 2) is to be submitted to the Form Teacher via your child/ward. Once a written permission is given, your child's/ward's name will be recorded in a register for monitoring and a sticker will be given to your child/ward. The sticker is to be pasted on your child's/ward's mobile phone to indicate that permission has been granted. The permission granted is valid for a year.

10.3 The usage of the mobile phone is **restricted to after school hours and within the confines of the school canteen**. The mobile phone is not to be switched on during curriculum time. Should your child/ward violate this ruling, permission will be revoked. Your child/ward will also be responsible for taking care of his/her mobile phone at all times. Please submit the letter to the Form Teacher by **Friday, 9 January**.

11. UPDATING STUDENT'S PARTICULARS

11.1 We seek the understanding of our parents/guardians to update the school on your child's/ward's particulars. It is important that you keep the school informed of any update regarding your child's personal particulars including medical conditions. Please update the information if necessary using the Acknowledgement Slip and submit it to the Form Teacher by **Friday, 9 January**.

12. MONITORING OF STUDENTS' HEALTH

12.1 We seek the co-operation of our parents/guardians to monitor their child's/ward's well-being and to inform the form teacher/co-form teacher or the General Office immediately if the child/ward is unwell. This is important so that follow-up actions can be taken. For the well-being of the child, we strongly encourage that he/she stays at home if he/she is unwell.

12.2 We also seek the understanding of our parents/guardians to provide the school with the necessary documentation, i.e. Medical Certificates for record purposes when your child/ward returns to school.

13. P3 AND P4 CONVERSATIONAL MOTHER TONGUE PROGRAMME

13.1 The Conversational in Malay Language/Chinese Language Programme for both P3 and P4 levels will commence **Term 1 Week 2**. It is compulsory for **all the P3 students** but it is optional for our P4 students.

13.2 The Form Teacher will inform your child/ward of the group he / she is in. The schedule and details of the programme for both the P3 and P4 levels are shown below.

Assembly Point	School Hall
Dismissal Point	School Foyer
Duration of Each Session	1 ½ hours (From 2.10 pm to 3.40 pm)

Term 1	Lesson	Date	Conversational ML/CL Schedule for P3 & P4
Week 0	-	01.01.15	No Conversational ML/CL (School Reopening Week)
Week 1	-	08.01.15	No Conversational ML/CL
Week 2	1	15.01.15	Conversational ML/CL
Week 3	2	22.01.15	Conversational ML/CL
Week 4	3	29.01.15	Conversational ML/CL
Week 5	4	05.02.15	Conversational ML/CL
Week 6	5	12.02.15	Conversational ML/CL
Week 7	-	19.02.15	No Conversational ML/CL (CNY)
Week 8	6	26.02.15	Conversational ML/CL
Week 9	7	05.03.15	Conversational ML/CL
Week 10	8	12.03.15	Conversational ML/CL
P3 Basic (I) will start in week 1 next term. Basic (I) is optional for P3.			

13.3 In Term 2, the parents/guardians of the P3 students have the option of continuing with the Basic (1) programme. More details on this will be issued upon the completion of the Conversational Mother Tongue Programme in Term 1.

13.4 Please make the necessary transport arrangements for your child/ward.

14. P1-P3 PROGRAMME TO ENCOURAGE INDEPENDENT AND ENTHUSIASTIC READERS (PIER)

14.1 The English Department will continue to conduct PIER with the purpose of promoting a love for reading among our students. Having a good reading habit is definitely a way to enhance language fluency for your child/ward.

- 14.2 PIER will be conducted for our P1, P2 and P3 students on a weekly basis. Your child/ward will be given a pocket file with the assigned book and the activity on Thursdays or Fridays. The file and the books have to be returned on Mondays so as to ensure that books will not be misplaced by our students. As co-educators for your child/ward, we seek your help to encourage your child/ward to read by sharing the books with your child/ward, for example, as bed-time reading or as an activity for leisure. After reading, our students are required to do a simple activity. This will enable the EL teachers to monitor their students' reading.
- 14.3 If any book is misplaced, we seek your understanding that your child/ward will need to replace the missing book. Please help your child/ward to exercise responsibility and ensure that the file and the book are returned on time. Through PIER, we want our students to become independent readers and discover for themselves the joy of reading.

15. CONTINUAL ASSESSMENT 1 (CA 1) SCHEDULE

- 15.1 Below is the CA 1 schedule for your reference. We hope that you can partner with us to monitor your child's/ward's academic progress and to ensure that he/she is prepared for the examinations.

CA1 (2 Mar to 6 Mar)

Mon 2 Mar	CA1 English Language (P4 – P6)
Tue 3 Mar	CA1 Mathematics (P4 – P6)
Wed 4 Mar	CA1 Mother Tongue (P4 – P6)
Thu 5 Mar	CA1 Science (P4 – P6)
Fri 6 Mar	CA1 Higher Mother Tongue (P5 & P6)

- 15.2 The **P1 to P3 students** will not have any examination in Term 1.
- 15.3 The table below will give you an overview of the types of assessments for the various levels.

Levels	Continual Assessment 1	Semestral Assessment 1	Continual Assessment 2 / P6 Prelims	Semestral Assessment 2
P1				
P2				✓
P3		✓		✓
P4	✓	✓	✓	✓
P5	✓	✓	✓	✓
P6	✓	✓	✓	

- 15.4 Parents/Guardians will be provided with more details of the different modes of assessments for the various levels through our Parents' Briefings and later issues of the Coral Waves.

16. THE IMPORTANCE OF HOME-SCHOOL PARTNERSHIP

- 16.1 The school values the involvement of our parents/guardians in the school programmes and activities. Having a close partnership with the school will help you to better understand your child's/ward's learning experience in school so that you could provide him/her the necessary care, support and reinforcement at home.

- 16.2 We hope more of our parents/guardians would volunteer their services to the school. (Please refer to the attached letter – Annex 3)
- 16.3 More information on how you can be involved in your child's/ward's education can be found at <http://parents-in-education.moe.gov.sg/parents-in-education/how-can-parents-be-involved>.

17. SCHOOL HOLIDAYS

- 17.1 We seek our parents'/guardian's understanding and cooperation in taking your child/ward on overseas holidays only during the school holidays so that your child/ward does not miss out on his/her lessons. To help you in your planning, we have included the school vacations for your reference.

March Holidays	14 March to 22 March
June Holidays	30 May to 28 June
September Holidays	5 September to 13 September
December Holidays	21 November to 31 December

18. CALENDAR OF EVENTS FOR TERM 1

Date	Event
Fri 9 Jan	Science Monitor Training (P3-P6)
Tue 27 Jan	Class Committee & Care Training (P5 & P6)
Wed 28 Jan	Class Committee & Care Training (P3 & P4)
Sat 31 Jan	Parents' Workshop (P5 & P6)
Wed 18 Feb	Chinese New Year Celebration
Thu 19 Feb – Sun 22 Feb	Chinese New Year (Public Holidays)
Sat 7 Mar	<ul style="list-style-type: none"> • Parents' Briefing (P1): Curriculum Briefing cum Classroom Experience • Subject Based Banding Briefing for Parent (P4) • Parent Workshop (P1 – P4)
Fri 13 Mar	Olympic Day 2015 (P3 – P6)
	Term 1 School Vacation – 14 Mar to 22 Mar 2015

On behalf of the school, I would like to wish you all a fulfilling and meaningful New Year!

Ms Chong Siew Fong
Principal

Acknowledgement Slip
(To be submitted to Form Teacher by **Friday, 9 January**)

Name of Student: _____

Class: P __ / ____

Name of Parent: _____

Contact Number: _____

(Please tick in the boxes)

A. Students' Well-being

- I acknowledge that I have read and discussed the **school rules and values** found in the Student Journal with my child/ward.
- I understand the school's **mobile phone policy**.
I (will / will not*) be writing in to request for permission. ***If you are writing in to request for permission, please use the request form in Annex 2***

Updating Student's Particulars

- There are NO updates for my child's particulars.
- There are updates for my child's particulars.

Change of address:	Change of Contact Numbers:	
	Home Telephone No:	
	Father's Contact:	(Office)
		(Mobile)
	Mother's Contact:	(Office)
		(Mobile)
	Guardian's Contact:	(Office)
		(Mobile)

Update on Medical Condition (please attach a copy of medical documents if available)

B. P3 Conversational Mother Tongue Programme (Beginner)

- I have taken note of the schedule of the programme.

C. P4 Conversational Mother Tongue Programme (Basic II)

- I have taken note of the schedule of the programme.



CORAL PRIMARY SCHOOL

20 Pasir Ris St 51, Singapore 518902, Tel: 65854491 Fax: 65854493

Dear Parents/Guardians,

Parent Volunteers

Parents play a very important role in partnering the school in providing the best for our students. Your support and involvement in the school have great impact not only on our programmes and activities but also on the students' growth and development.

We thus would like to encourage our parents to be part of our Parents Support Group (PSG) and volunteer your services to the school. This will be an avenue for you to be directly involved in our school programmes and activities so that you can better support your children. In this letter, we have also attached a form to enquire more about your availability and interests in rendering your services and support in the various school programmes and activities.

We recognise that our parent volunteers have been our valuable partners as they commit their time and effort to support our school programmes and activities. We sincerely value their contributions and services and hope that more parents will come on board. We seek your understanding to submit the Parent Volunteer Form to your child's form teacher by **Friday, 9 January 2015**.

We look forward to your partnering with you as we further enrich and enhance our students' learning experiences.

Thank you.

Yours faithfully,

Ms Chong Siew Fong
Principal

PARENT VOLUNTEER FORM 2015

Please refer to the list below and tick (✓) the programme(s) that you would like to be involved in:

School Programmes/Activities/Events			
Facilitating Recess Activities (eg. Sudoku Challenge)		School Events (Racial Harmony Day, Teacher’s Day, Olympic Day)	
Facilitating Library Activities		Sharing of expertise/experiences (eg. Career Day)	
Learning Journeys (during curriculum hours)		Celebration of Festivals (eg. Chinese New Year, Hari Raya, Deepavali, Mooncake Festival)	
Learning Journeys (after school)		Co-curricular activities (CCAs) (eg. assisting in doing make-up for the SYF participants)	
Reading Mums (Reading to our students before/ after school)			

Please also refer to the table below and indicate any special interests/hobbies and expertise you have by ticking (✓) the respective column(s):

Culinary		Music (please indicate the musical instrument)	
Photography		Art (drawing, calligraphy, painting, pottery)	
Information Technology		Sports (please indicate the sport you are interested in) _____	
Gardening		Dance (please indicate the type of dance) _____	
Handicrafts		Reading/Writing	

Please also indicate below any other areas or school programmes/ events you prefer to be involved in:

1) _____

2) _____