



Coral Waves



Dear Parents/Guardians of Coralites

1. This will be the last issue of Coral Waves for the year. We would like to wish all our students and their families a meaningful and enriching vacation in advance.

2. **School Achievement**
 - 2.1 We are proud to announce that the school has attained the **Lotus Award for Green Audit** and **Gold Award** for our **3R efforts for 2 consecutive years**.
 - 2.2 The school would like to thank the staff, students and our key stakeholders such as our parents/guardians for their continuous support and commitment in being part of the Coral family and doing our part to be more environmentally friendly.

3. **Student Care Centre at Coral Primary**
 - 3.1 We would like to inform our parents/guardians that Raffles Student Care Centre has been awarded the tender to manage the Student Care Centre (SCC) at Coral Primary School. Registration will commence on 15 November 2014. The Student Care Centre will operationalise on **1 January 2015**.
 - 3.2 Please refer to Annex A, B & C for more details. Please submit the registration form to the School's General Office by **28 November 2014** if you would like to register your child/ward for Student Care Centre.

4. **P2 & P3 Conversational Chinese Language/Malay Language Programme (CCM)**
 - 4.1 We have attached more details on the CCM programme in the Annexes for our P2 and P3 parents'/guardians' reference. Please indicate your interest in letting your child/ward attend the programme in the **Reply Slip** and return it to the Form Teacher by **Thursday, 6 November**.

5. P1 – P5 Issuing of Report Book and Booklist on Tuesday, 11 November

- 5.1 The Report Book and Booklist will be distributed to your child/ward on **Tuesday, 11 November**.
- 5.2 The report book should be signed and returned to the school on **Wednesday, 12 November** for safe keeping.
- 5.3 Parents/Guardians can refer to the booklist for more information on the opening hours of the school bookshop during the year-end vacation.

6. P1 – P2 Lower Primary Prize-Giving Ceremony cum In-Celebration Concert on Friday 14 November

- 6.1 The 'In-celebration Concert' is the culmination of the P1 and P2 students' holistic learning in Coral Primary School. It provides a platform to celebrate and showcase the students' success in their early learning. This year, the theme of our production is **'The King's Birthday'**. We cordially invite the parents/guardians of our P1 and P2 students to join us at this event.
- 6.2 Details of the event are shown in the table below:

Date :	Friday, 14 November 2014	Remarks
Time :	10.50 am to 1 pm	Guests are to be seated by 11.20 am.
Programme :	Light Refreshment Prize-Giving Ceremony In-Celebration Concert	
Venue :	School Hall	

- 6.3 Please indicate on the Reply Slip whether you will be attending the event and return it via your child/ward to his/her Form Teacher by **Thursday, 6 November**.
- 6.4 Please note that all the **P1 and P2 students** are to report to their classrooms by **10 am** to get ready for their performances. All the students will be dismissed at **1 pm**. The school has informed the school bus service providers. If your child/ward is not taking the school bus, please make arrangements to fetch him/her home.

7. Last Day of School and P3 – P6 Prize-giving Day on Friday 14 November

- 7.1 We would like to remind our parents/guardians that the **last day of school for all students, except for the prize winners and performers for the Prize-giving Ceremony, will be on Thursday, 13 November 2014. The concert participants** will be issued consent forms through their CCA teachers and informed of the timing that they have to report to school for the ceremony.
- 7.2 This year's Prize-giving Ceremony will be held on **Friday, 14 November 2014 from 9 am to 11 am**.
- 7.3 A special invitation will be issued to parents/guardians of prize winners to witness and celebrate their child's/ward's success.
- 7.4 We seek the understanding of our parents/guardians to make alternative transport arrangement if you are unable to accompany your child/ward to school as the school buses will not be in operation on that day.

8. “Books from the Heart” - Donation of Used Textbooks and Uniforms

- 8.1 As part of the school’s drive to **recycle and in the spirit of helping one another as caring Coralites**, we seek the understanding and support of all our parents/guardians to donate their children’s/wards’ used textbooks. This year, the school is adopting **NTUC FairPrice Share-A-Textbook project**.
- 8.2 These textbooks will be very useful for our needy students. You can support the project by donating your child’s/ward’s used textbooks and kindly drop them outside the General Office from **7 November 2014 to 14 November 2014**.
- 8.3 The school will also be collecting school uniform and PE attire (PE T-shirt and shorts) that are still in good condition. Do drop them off at the General Office anytime during office hours.
- 8.4 On behalf of our needy students, we thank our parents/guardians in advance for your generous donations.

9. Sale of Books for Academic Year 2015

- 9.1 For the sale of books for academic year 2015 during the school vacation, please refer to the booklist for details. The booklist will be issued to your child/ward together with his/her report book.

10. Submission of Travel Plans during the November-December School Holidays

- 10.1 As part of the school’s pro-active measures to safeguard the well-being of our students, the school would like to seek the parents’/guardian’s co-operation in keeping the school informed of their child’s/wards’ travel plans at the end of every school term.
- 10.2 As such, parents/guardians are required to submit their child’s/ward’s travel plan for the end of the year school holidays through the **Lead.com portal (MCOonline)** by **14 November 2014**. Should there be any change to the travel plan after submission, parents/guardians can **update the change online**.
- 10.3 **Please note that it is mandatory for all P1 students to submit their travel plan through the Lead.com portal. A “Nil” return in the Lead.com is essential.**
- 10.4 We thank you for your understanding and support.

11. School Holidays

- 11.1 Below are the dates for the school holidays for your reference.

Day / Date	School Holiday	Remarks
Fri, 7 November 2014	Promotion Exercise	All students will report back to school on Monday, 10 November 2014
Sat, 15 November 2014 to Thu, 1 January 2015	Term 4 School Holidays	All students will report back to school on Friday, 2 January 2015 .

12. Important Dates for P6 Students

12.1 Our staff would like to wish our P6 students all the best in their next lap of education as they move on to their secondary schools. We would like to remind our P6 parents/guardians to take note of the following important dates:

(a) Release of PSLE Results (tentatively) between Friday, 21 November and Monday, 24 November

Students are to report to the school hall in their school uniform. The PSLE results would be released to them at **about 11 am**. Besides their PSLE results, they will also receive a **personalized S1 Option Form addressed to their parents/guardians**. The S1 Option Form contains a unique password (S1 PIN) for our parents/guardians to submit their children's/ward's choices of secondary schools.

Parents/Guardians can submit the completed S1 Option Form for their children/wards, either:

- Electronically via S1 Internet System (S1-IS) (from home or anywhere using Internet access)
- By bringing the hardcopy form to Coral Primary School to request the counter staff to submit it on their behalf.

(b) Release of Sec 1 Posting Results (tentative) on Friday, 19 December

Similarly, there are various avenues for you to check the Sec 1 Posting Results.

If you are checking the Posting Results on your own either online or via the telephone system, your child/ward will not need to come to school. Your child/ward can collect his/her PSLE certificate anytime **from Monday, 22 December to Monday, 29 December from 8 am to 5 pm**. Please note that on **24 December, the office will close at 12.30 pm**.

For students who are coming to school to check their results, they are to report to the school **hall in their school uniform** at noon.

Regardless of whether you wish to appeal for a transfer, your child/ward must report to the secondary school he/she has been posted on **Monday, 22 December at 8.30 am** (tentative). Your child/ward will need to be in his/her Coral Primary uniform when he/she reports to the secondary school posted.

Please refer to the table below obtained from **“Choosing your Secondary School for Admission to Secondary One in 2015”** for more details.

Key Event	Date
Release of PSLE Results	Tentatively between 21 and 24 November 2014
Submission of Options a. Via S1 Internet System (S1-IS)	7 calendar days starting from the release of PSLE results (e.g. if PSLE results are released on 21 November, options can be submitted from 21 November to 27 November). S1-IS is accessible 24 hours starting from 11am on the first day until 3pm on the last day of S1 Option Phase.

Key Event	Date
b. Via Primary School	5 working days starting from the release of PSLE results (e.g. if PSLE results are released on 21 November, options can be submitted from 21 November to 27 November). Primary schools will not be opened on weekends. Submission starts from 11 am to 3 pm on the first day; and 9 am to 3 pm on the last of S1 Option Phase. For students who missed the one week period for submission of options, they can approach the primary schools for assistance the day after the submission closes, from 9 am to 12 noon. This half day submission is only for new submissions of S1 school choices and not for amendments to submitted options.
Release of S1 Posting Results	19 December 2014 (tentative)
Students to report to secondary schools for registration	22 December 2014 at 8.30 am (tentative)

13. Reporting and Dismissal Times for Students in 2015

13.1 All students will report back to school on **Friday, 2 January 2015**.

13.2 **The reporting and dismissal timings for all our students in P1 to P6** are shown in the table shown below:

All Levels		
Mondays to Fridays	7.30 am	1.40 pm

14. Farewell Party For Our P6 Students

14.1 To mark the end of the primary school education for the P6 students, the school will be organising a Farewell Party for them on **13 November 2014 from 1.30 pm to 4.30 pm**. Our **P6 students need not attend school in the morning**. They only need to come in the afternoon for the Farewell Party.

14.2 The dress code for the event is smart casual. Students are strongly advised to dress appropriately for the event.

14.3 We would also like to inform you that the students who are attending the Farewell Party will have to pay a nominal registration fee of \$5.00 which includes a door gift and some light refreshment.

14.4 The details for the **Farewell Party 2014** are shown below:

Day/Date :	Thursday, 13 November 2014
Time :	1.40 pm to 4.30 pm
Venue:	School Hall
Dress Code :	Smart Casual
Price of Ticket :	\$5 (inclusive of light refreshment and a door gift)

14.5 Please indicate your child's/ward's attendance for the ***Farewell Party 2014*** in the Reply Slip.

15. Go Green Efforts

15.1 In addition, as part of our Go Green efforts, we have also attached some useful information on energy saving tips for your reference. We hope that through our continued partnership, we will be able to contribute to a greener Singapore (**Annex D**).

Mdm Asrinah Asahari
Vice-Principal



Building Our Next Generation@ Coral Primary

From 1 Jan 2015

Raffles Student Care Centre LLP is founded in 2008. Since then, we have grown from strength to strength, as we upgrade our staff's skills set and repertoire and broadened our School Care programmes to encompass a more holistic approach in caring for our children.

As a Student Care Centre, we have an objective to inculcate the correct core values to our young wards. Our programmes aim to impart such values in a safe, conducive environment, through daily play & interaction time. We also safely organise many field trips to broaden the children's holistic education outside the classroom through collaborative play or experiential lessons.



Our Mission

- To provide a nurturing environment for our wards
- To be exemplary in our daily work in imparting values.
- To inculcate a passion for learning & personal growth



Registration starts 15 Nov 2014. Please submit forms by 28 Nov 2014.



For more information, visit us at www.facebook.com/RafflesStudentCare



Raffles Student Care @ Coral Primary School (2015) Frequently Asked Questions

OPERATIONS

Qn: What is "Student Care"?

Ans: In present day Singapore, it is common for both parents to be working, and there is no one at home to take care of the child. "Student Care" services offer children a safe, conducive environment to go to when there is no one at home.

The Student Care Centre offers 2 meals a day (lunch / tea), clean washroom and shower facilities. Our teachers will supervise the children on completing their school work. There will also be enrichment activities conducted for the children.

Qn: When are your Opening Hours?

Ans: In tandem with the school curriculum hours, our normal operating hours are:

*1.00pm – 6.30pm, Mondays -- Fridays.

We are closed on Saturdays, Sundays and Government gazetted public holidays (please refer to <http://www.mom.gov.sg/beta/public-holidays.html>). We are open on Christmas Eve, New Year's Eve and Chinese New Year's Eve only till 1.30pm.

We might be scheduled to close for an additional 5½ days in 2015 for staff training. (Please check the 2015 Communications Book for the days that our Centre is closed).

**We start after the school day ends. If the curriculum hours are amended (e.g. PTM days, School Sport Day), we shall amend our opening hours accordingly.*

Qn: What about School holidays?

Ans: When school is not in operation, (e.g. school holidays in March, June, September and December, PSLE Marking Days, PTM Days, Children's Day), our holiday operating hours are from:

7.00am – 6.30pm, Mondays -- Fridays.

Breakfast will be provided. Please view <http://www.moe.gov.sg/schools/terms-and-holidays/#scheduled-sch-hols> for MOE school holidays.

For school days that end early, such as "PSLE marking days", "School Sports Day" or "e-Learning Days" that are not published on the MOE calendar, we shall remain open when there are no academic classes. Full-day care surcharge of \$6 will apply for all students who require Student Care services before 11.30am.

Qn: How many caregivers are there at the Centre?

Ans: As part of our Service Level Agreement, the Teacher-Pupil ratio will not exceed 1:20. The actual number of staff will depend on the total enrolment of students.



Raffles Student Care @ Coral Primary School (2015) Frequently Asked Questions

Qn: How do I register for Student Care services?
Ans: Just approach any of our friendly staff for a registration form and for more information about our Student Care services. Our registration forms will also be available at the school's General Office. *All registration forms should be submitted to the General Office by 28 Nov 2014 (Fri) 5pm.*

Qn: What do the children do in Student Care?
Ans: A typical weekly programme is as follows:

Time	Monday	Tuesday	Wednesday	Thursday	Friday
1.40 pm	Check-in Lunch Shower Personal Time				
2.30 pm	Homework Time				
3.30 pm	Nap Time (P1)*				
	<small>*P1s who do not need naps shall continue with their school homework</small>				
4.30 pm	Tea Break				
5:00 pm	Creative & Aesthetics Expressions	Kinaesthetic Skills Development (Outdoor Play)	Social & Emotional Development Programme	Kinaesthetic Skills Development (Fine Motor Skills)	Kinaesthetic Skills Development (Outdoor Play)
6:00 pm	Interaction Time				
6:30 pm	Pick-up by Parents				

We also organise many Learning Journeys / Excursions during the school holidays to broaden the children's holistic education outside the classroom through collaborative play or experiential lessons.

To keep the teacher-student ratio comfortable during trips, we may have to close the premises in order to accompany the children. We charge a nominal fee in order to pay third party vendors for the excursion programmes.

PAYMENTS

Qn: When do I pay the monthly fees?
Ans: Fees are to be paid in the first week of the month (i.e. before the 8th of the month).

Qn: How much do I have to pay for Student Care services?
Ans: Our itemised fees are as follows:

Standard Fees:		
Registration Fees	: 20	(one-time)
One-month deposit	: 280*	(non-refundable)
Monthly Fees	: 280	(payable at the start of the month)

20141029-CRPS-FAQ-01



Raffles Student Care @ Coral Primary School (2015)

Frequently Asked Questions

Additional Fees (daily):		
Full-day Care	: 6	(for Student Care services before 11.30am on non-standard school days, e.g. School Sports Day)
Emergency Care	: 50	(for non-registered students attending ad-hoc Student Care services)

**Waived for all SCFA recipients*

- Qn: Are there other monthly costs I have to pay (e.g. materials fees, etc)?**
Ans: No. (We organise many Learning Journeys / Excursions during the school holidays. We charge a nominal fee in order to pay third party vendors for the excursion programmes).
- Qn: What is the 1-month deposit used for?**
Ans: The 1-month deposit is used to offset the final month of Student Care services. For example, Tim, a Primary 6 boy decides to stop Student Care services. He notifies us that he will stop coming after 30 September. The monthly fee for September shall be \$0 (the final month's fees shall be taken from the 1-month deposit).
The 1-month deposit is **non-refundable**.
- Qn: Is there any financial assistance scheme available for the student care fees?**
Ans: Yes. The Ministry of Social and Family Development (MSF) has a Student Care Financial Assistance (SCFA) scheme that provides a subsidy for families with gross monthly household income of \$3500 or less, OR for families with gross per capita income of \$875 or less. Please obtain an application form from us or the General Office if you wish to apply for the SCFA subsidy.
- Qn: My child missed Student Care for 5 days this month. Can I pay less?**
Ans: If this is the first month you join us, we shall pro-rate base on the number of days remaining in the first month (see below). Otherwise, there shall be **no proration of fees** for any other reasons.

First Month's Fees:

More than 15 days	\$280,
15 days or less	\$210,
10 days or less	\$140,
5 days or less	\$70

- Qn: We are not attending student care during the December school holidays. Can we not pay the December fees?**
Ans: There shall be **no proration of fees** for any other reasons.

For more comprehensive details about Student Care operations, please refer to our Parents' Communication Book, given to all SCC students. Alternatively, you may reach us on www.facebook.com/RafflesStudentCare.

20141029-CRPS-FAQ-01



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**CORAL PRIMARY SCHOOL
 SCHOOL CARE
 STUDENT REGISTRATION FORM**

Primary Caregiver / Mother's Particulars	Secondary Caregiver / Father's Particulars
Primary Caregiver / Mother's Name*:	Secondary Caregiver / Father's Name*:
NRIC No:	NRIC No:
Current Job Title:	Current Job Title:
Highest Educational Qualification:	Highest Educational Qualification:
Tel (HP) : (O) :	Tel (HP) : (O) :
Languages Spoken: (1) (2) (3) (4)	Languages Spoken: (1) (2) (3) (4)

Nationality of Child (Please circle 1)		<input type="checkbox"/> <u>Singaporean</u> <input type="checkbox"/> <u>Singapore PR</u> <input type="checkbox"/> <u>Foreigner</u>
Do you have another child currently in Raffles Student Care Centre LLP?		Yes / No
Are you currently receiving or have applied for Financial Assistance Subsidy (FAS) from Coral Primary School?		Yes / No
Is there anyone at home during office hours? If yes, please list, and their relationship to the child		Yes / No
<u>Name</u>	<u>Relationship</u>	



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STUDENT DETAILS

Name of Student _____

Date of Birth _____
(dd/mm/yyyy)

Gender M / F

BC number _____

Dietary Requirements Normal / No Beef / Halal / Vegetarian / Others

If others, please state: _____

Year / Level _____
(e.g. 2012 / Pri 1)

Class _____
(e.g. A, B, C, D)

Student's Residential Address _____



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STUDENT'S HEALTH DETAILS

Do the student have any of the following conditions? If yes, please submit more details on condition.

Medical Information	Yes	No	If "Yes", please state details
Any pre-existing medication allergies			
Any food allergies			
Any other types of allergies			
Asthma			
Diabetes			
Epilepsy			
ADHD			
Autism			

1. Does the student have any disease or condition requiring medication, regular physician care, surgery or other treatment? If yes, please list:

2. Does the student take any medication on a regular, on-going basis? If yes, please list:

3. Is the student seeing / had ever sought professional help for psychiatric or emotional problems? If yes, please list:

I understand that submission of inaccurate / incomplete information about medical and psychiatric health history of the student may result in dismissal from the Student Care programme, and that Raffles Student Care Centre LLP shall not be held responsible for any incidents that may occur from any of the above medical condition.

In the event of an emergency, Raffles Student Care Centre LLP has my permission to seek appropriate medical transport, consultation and/or treatment for my child. I understand that all medical expenses, including transport costs, under such circumstances shall be borne by me.



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CAREGIVER DETAILS

Name of Primary Caregiver _____

Relationship to Student _____

NRIC Number _____

Date of Birth _____
 (dd/mm/yyyy)

Marital Status (Single / Married / Separated / Divorced / Widowed)

Residential Address (if different from above) _____

Contact Number: _____
 (handphone)

 (office)

Contact details of other authorised guardians who are allowed to take student away from Student Care Centre (aside from Primary Caregiver above)

1. Name: _____ Relationship _____ Contact _____
2. Name: _____ Relationship _____ Contact _____

**This registration form is correctly filled up to the best of my knowledge.
 I have also read, understood and agreed to the Terms & Conditions attached on the form.**

 Name

 Signature / Date

FOR OFFICIAL USE

Registration Fee : Paid / Not Paid / Waived Receipt No. : _____

One-Month Deposit : Paid / Not Paid / Waived Receipt No. : _____

1st Month Fee : Paid / Not Paid / Waived Receipt No. : _____

Start Date: _____



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Terms & Conditions

(For a full list, please refer to the Coral 2015 Communications Book)

Programme Fees

1. An additional charge is payable when the student arrives at Raffles Student Care Centre **before 11:30am** (on non-academic school days).
2. The monthly fees for all programmes run by Raffles Student Care Centre are due at the beginning of the month (before the 8th calendar day of the month). Raffles Student Care Centre reserves the right to impose an administrative fee of \$20 for any late payments received.
3. All non-SCFA sign-ups are required to place a 1-month deposit for all programmes run by Raffles Student Care Centre. This deposit is **non-refundable** and **non-transferable**. Upon notice, this deposit will be used to offset the fees for the final month the student is with Raffles Student Care Centre.
4. The 1-month deposit will be forfeited if the student has delayed payment of the monthly fees for a period of 30 days or more, or if the student has stopped attending the programme, without notice, for a period of 60 days or more. An administrative fee may be imposed in this case to reinstate the status of the student.
5. Children are to leave the Centre with their parents / authorised guardians before closing time. A fee of \$1 per minute, in blocks of 5 minutes, may be imposed on all late pick-ups.

Withdrawal

1. A **written** notice must be given to Raffles Student Care Centre on the intention to withdraw from Student Care services. **All withdrawals will take effect on the last day of the month.** If the notice to withdraw is given **after** the 8th day of the month, termination will only take effect on the final day of the following month. Raffles Student Care Centre LLP reserves the right to forfeit the deposit if due notice is not given.

For example, if the notice of withdrawal is given on 9 April, the final day for the child will be on 31 May.

2. Raffles Student Care Centre LLP values her staff and wards, and has a responsibility to protect them. We reserves the right to terminate Student Care services to any child in exceptional circumstances, such as verbal abuse, physical endangerment, recalcitrant actions, or being caught in a misdemeanor act like theft or vandalism, upon giving a written notice to the parents or guardians. **All withdrawals will take effect on the last day of the month.** If the notice to withdraw is given **after** the 8th day of the month, termination will only take effect on the final day of the following month. Raffles Student Care Centre LLP shall refund the deposit if due notice is not given.

DISCLAIMER

1. While every effort is made by Raffles Student Care Centre to promote the students' academic and developmental progress, happiness and safety, Raffles Student Care Centre and its staff cannot and will not be held responsible or liable for any lack of progress and/or harm or injury experienced by its students; within or without its premises, before, during or after any sessions.
2. Raffles Student Care Centre shall be permitted to use its students' profiles, photos and results for marketing and internal management purposes, with all rights reserved.

Go Green Efforts (Energy Saving Tips at Home)

Air-conditioning

1. **Try to use a fan instead of an air-conditioner to keep cool.** The electricity used by an air-conditioner is equivalent to the energy used by about 32 fans!
2. **Run the air-conditioner about an hour before bed and switch to a fan after that.**
3. **Set the timer of air-conditioner to turn off half an hour earlier than usual.** The room will still continue to remain cool for a period of time after it is being turned off.
4. **Set the temperature at about 25 °C.** The lower the temperature setting, the more energy used by your air-conditioner.
5. **Check the air-conditioner air filter once a month and clean or replace it when necessary** so that it will run efficiently. Dirty air filters impede airflow and cause energy wastage.
6. **Service your air-conditioning units regularly and get it inspected annually.** Besides the air filters, the condition of other components of an air-conditioning unit (e.g. refrigerant, pipes and motors) also affects its efficiency.
7. **Close curtains or blinds over windows during the hottest part of the day, or use solar window film,** especially for west-facing windows, **to keep the house cool.**

Computers and Home Electronics

1. **Switch off the computer completely** when not in use for long periods (e.g. more than 30 minutes).
2. **Enable the power management features** in your computer, such as switching to lower power “sleep mode” or hibernation mode after idling for a certain amount of time (e.g. more than 5 minutes).
3. **Switch off the TV set at the power socket when no one is watching.** Turn off set-top boxes and modems when not in use.
4. **Choose an energy efficiency appliance by using the tick rating system on the energy label.**