



# Clementi Primary School

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CTP/2017/P/VP/001

3 January 2017

Dear Parents / Guardians,

Welcome to the new school year of 2017.

Our P6 Clementians are blessed with good performance in the PSLE in 2016 and we will share them with you on the school website soon.

The past two years have seen major changes at the school level (*single session transition, CCA during curriculum time*), classroom level (*greater use of technology for instruction and communication with parents*) and pupil level (*improvement of school uniform*). On behalf of my colleagues, I am deeply appreciative that these changes were implemented smoothly with your continued support, encouragement and understanding.

I am also pleased to see more of you making time to attend the parental workshops and volunteering in school as part of the Parent Support Group (PSG). Your partnership with the school in providing a home environment conducive for your child's learning cannot be over-emphasised. A school can only be effective when she communicates and consults the parents and the community regularly, involving them in the teaching and learning programmes of the school and collaborating with them to extend the efforts of the school.

Moving forward, the school will undergo upgrading works to have a new school block with new facilities and improve existing facilities. Clementians can look forward to an enhanced learning environment in two years' time. In the meantime, I seek your understanding and patience as there will be some inconveniences during the construction phase.

On a separate note, I am pleased to inform you that Ms Rebecca Chua has been posted to the school as the second Vice-Principal (Academic). Ms Chua was formerly Deputy Director of Programme Coordination Office at MOE HQ; prior to that, she was Vice-Principal of West View Primary School. We warmly welcome her to the CTP family.

As we begin the new academic year, we would like to bring your attention to the following matters.

## 1. Administrative Matters

As we begin the new academic year, we would like to bring your attention to the following matters.

### Communication with Parents

General school information such as school hours, calendar and contacts can be found in the Pupil Handbook and at our school website [www.clementipri.moe.edu.sg](http://www.clementipri.moe.edu.sg). Since the start of 2016, the school has gone paperless to reduce the paper and printing consumption, all communications such as school notifications, newsletters and examination schedules will be done via our school website and Facebook.

To view our official Facebook page which functions as our school's e-newsletter, please search for '**Clementi Primary School Official**' on Facebook. You may also copy the following URL to your browser or scan the QR code using your mobile devices:

**<https://goo.gl/bgA7cl>**



Hardcopies of school notifications and other communication matters can be obtained when your child requests for it from the Form Teacher. Please note that the school has discontinued the use of MCO App. From 2017, the school will be using SNAAPP. Details to create account can be found in Annex A.

### Pupil Handbook

With effect from 2016, all pupils would be provided with a free copy of the Pupil Handbook. Please ensure that your child / ward takes responsibility of the handbook and not lose it as the school is unable to replace another copy of it to your child / ward. Pupils will be issued a copy by first week of school.

### Conduct of Temperature Taking Exercise

There will be a temperature-taking exercise to be conducted on **6 January 2017, Friday** as part of the measures taken by the school to ensure the well-being of our staff and students as well as to emphasise the importance of personal hygiene and being socially responsible.

In preparation for the temperature taking exercise, the school will be conducting a pre-exercise check on Oral Digital Thermometers (ODTs) on **5 January 2017, Thursday**. We would like to seek your assistance in ensuring that your child brings his/her personal ODT on the two days mentioned. An ODT will be issued to all Primary One Clementians on day of exercise.

## 2. School Safety

All visitors to the school are required to report at the Security Post. Visitors are not allowed to proceed to any part of the school building without a Visitor's Pass issued by the security guard. Parents / Guardians who wish to take their child / ward home before dismissal shall seek permission from the General Office. Upon approval, they must fill in the required details in the Early Departure Record Book before leaving the school with their child / ward.

We urge all parents to show care and concern for the safety of our pupils when you are driving within the school ground to drop off your child. Do drive slowly and carefully and look out for pupils who are being dropped off in front of the school or crossing the road. Please adhere to the flow of traffic and avoid overtaking when you have dropped off your child. The school reserves the right to ban any driver who is seen to be flouting the safety rules within the school compound for our pupil and staff safety. Please drive to the first drop-off point (as indicated by the directional signage) along the driveway and drive off promptly when your child has alighted safely.

Please refrain from parking along the road outside the school to ensure smoother traffic flow during these times. The safety of every pupil is far more important than convenience and we would like to be good role-models ourselves.

### Updates on PERI Upgrading Works

We are pleased to share with you that the PERI Upgrading had commenced on 21 November 2016. A block of four levels, comprising a new library and special rooms will be constructed at the basketball court. The new block will have facilities that would enhance the learning for our Clementians.

The upgrading project has been awarded to Guan Ho Construction Co (Pte) Ltd in early November 2016. The Project Manager, Mr Shanmugam P Kamaraj can be contacted at 8189 5065. The contract period for the whole works will be from 21 November 2016 to 20 May 2018.

Please refer to the annex for the layout of the new block. It also shows the temporary sheltered pedestrian side gate to facilitate Clementians and staff access into the school safely during the period of construction. The vehicular movement for parents to drop-off your child / children in the morning **will not be affected** by the construction.

The school had conducted safety briefings for all Clementians on first day of school. You may have noticed that staff had been stationed at the temporary side gate to guide the Clementians into the school compound. During the upgrading, the school will take the necessary measures to ensure smooth daily operations, minimize noise and dust and ensure the safety and security of our school population.

Please do email Mr Henry Look, Administration Manager at [Henry\\_Look@schools.gov.sg](mailto:Henry_Look@schools.gov.sg) if you need any clarification on PERI Upgrading Works.

### 3. Curriculum hours 2017

Level	School Hours	Recess	Thu Lunch	Fruit and Snack Time (5 min)
Primary 1	<b>Mon, Tue, Wed and Fri</b> 7.25 a.m. to 1.30 p.m.	9.30 a.m. to 10.00 a.m.	12 noon to 12.30 p.m.	12 noon
Primary 2		10.00 a.m. to 10.30 a.m.	12.30 p.m. to 1 p.m.	
Primary 3		<b>Thu</b> 7.25 a.m. to 2.30 p.m.	10.30 a.m. to 11.00 a.m.	1.00 p.m. to 1.30 p.m.
Primary 4				
Primary 5				
Primary 6				

PAL and CCA would be conducted on **Tuesdays** in 2017. As you are aware, the school is undergoing PERI Upgrading and in our efforts to overcome space constraints, we had to move our PAL and CCA day to Tuesdays in order to optimise the shared facilities with Clementi Town Secondary School.

During the in-conversation sessions with the Principal and at the Primary One orientation in November 2016, the school had informed parents of the introduction of five minute fruit and snack time which provides time for Clementians to energise themselves with healthy snack.

#### Dismissal hours for Term 4 in 2017

Similar to 2016, the school would have fulfilled the requirements for PAL and CCA by end of Term3. Hence, there will be no PAL and CCA lessons in Term 4. **School will be dismissed at 1 p.m. every Wednesday, Thursday and Friday in Term 4.**

### 4. Punctuality to School

As part of the school's emphasis of the 4 As (Attendance, Attire, Attitude and Achievement), we would like to seek your help and support to ensure that your child / ward be in the school hall by 7.25 a.m. for the singing of the National Anthem and Pledge Recitation.

The school will continue to monitor the late comers and teachers will call up parents of pupils late for school to find out how best the school and the parents can work together to ensure that their child comes to school punctuality before 7.25 a.m.

### 5. Canteen Stalls

Based on the feedback from parents and pupils regarding the long waiting time by the pupils during recess and lunch hour on Thursdays, we have managed to increase the number of stalls in the canteen. The waiting time is expected to decrease and the school will continue to monitor the situation.

## 6. Networking with Form Teacher

The school is organising a session for parents to network with their child's Form Teacher. More details about the session will be given at a later date. The schedule for the Networking session is as follows:

Date (Day)	Levels	Time
20 Jan 2017 (Friday)	P1	8.30 a.m. to 1 p.m.
20 Jan 2017 (Friday)	P2 - P6	4 to 6 p.m.

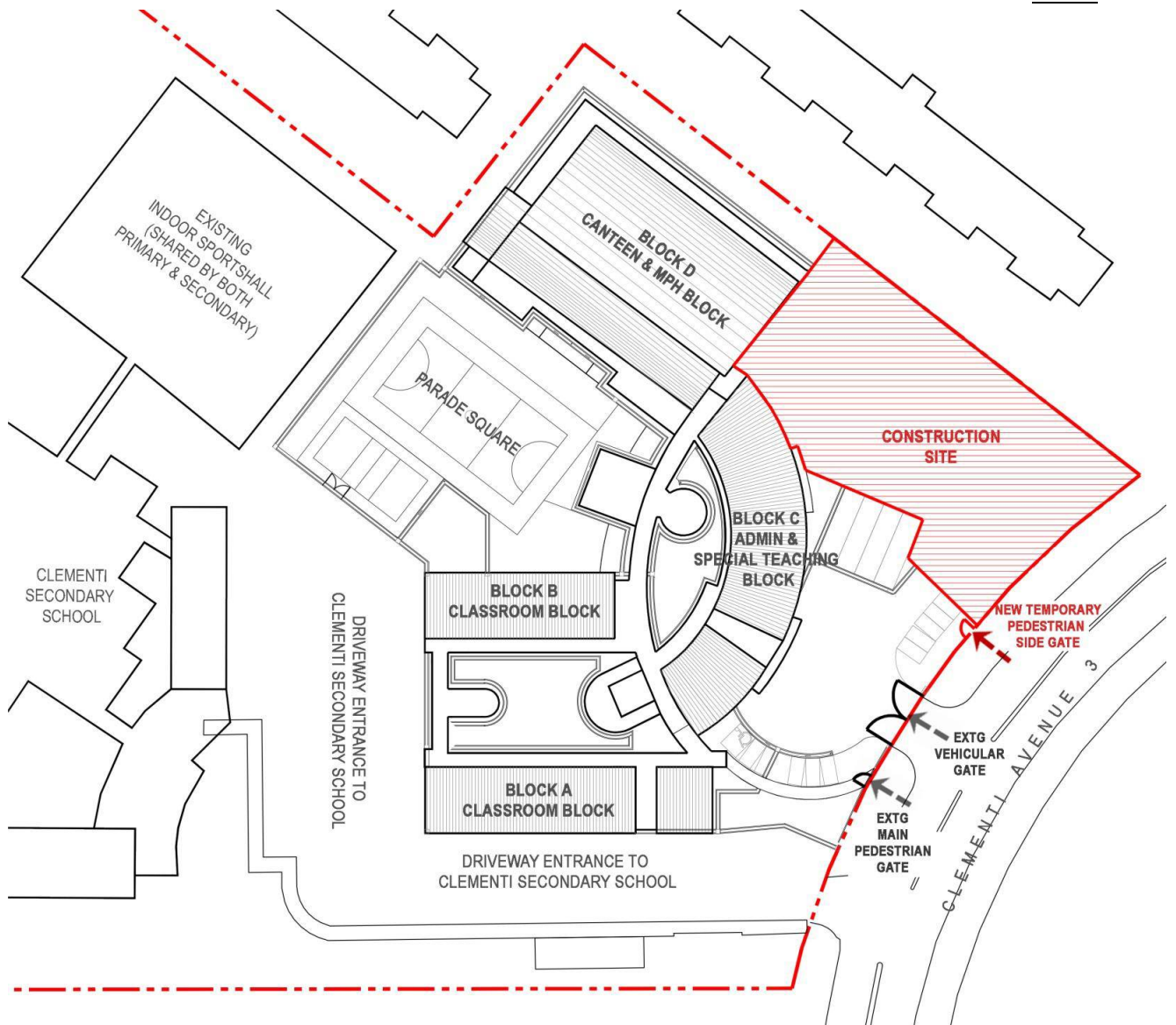
## 7. Parental involvement and support

Parents play an important role in their child's growth, and your involvement and support in your child's education helps to spur him / her to greater motivation to learn and better behaviour. It is our shared responsibility to bring out the best in your child. Please visit our school website if you wish to join our school's Parent Support Group (PSG) and be involved in school's activities.

More information on how you can be involved in your child's education can be found at <https://www.schoolbag.sg/education/primary>.

On behalf of my staff, here's wishing one and all a healthy and abundant 2017!

Yours sincerely,  
Mr Chia See Chew Albert  
Principal



**New Construction Site & Temporary Pedestrian Side Gate**