



Term 1 Week 1

Date: 8 January 2016

## Weekly Notification for Parents and Guardians (2016/T01W01)

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### A. The Weeks Ahead

Date	Event or Programme
11 Jan Mon	Photo-taking for P1 and P6 pupils
13 Jan Wed	Swimsafer Programme (P3A, P3B & P3C)
13 Jan Wed	SLC Meeting (selected P3-6 pupils, 2.45pm-4.45pm)
14 Jan Thu	Swimsafer Programme (P3D & P3E)
15 Jan Fri	CCA Camp Excellence (11.00am – 8.00pm)
18 Jan Mon	Breakfast with School Management and Family Matters Talk (8am - 2pm, for parents of P3 and P4 pupils)
23 Jan Sat	P4-6 Camp Briefing for Parents (9.00am to 10.30am)
25 Jan Mon	Breakfast with School Management and Family Matters Talk (8am to 2pm, for parents of P5 and P6 pupils)
1 Feb Mon	Breakfast with School Management and Family Matters Talk (8am - 2pm, for parents of P1 and P2 pupils)

### B. Principal's Welcome Message to Pupils and Parents

(Mdm Diane Goh, Principal)

On behalf of my staff, I would like to wish everyone a Joyous and Happy New Year! I hope that you have had a pleasant holiday and a good rest. It is with great excitement and enthusiasm that we start the new academic year.

I would like to welcome our returning pupils, and also new pupils to our PVPS family. A new school year is always an exciting time for all. It presents opportunities for various beginnings – new classes, new faces and new expectations, just to name a few. Some of you may be a little anxious of these new challenges but I am confident that your time at PVPS will be exciting and filled with many new opportunities.

#### Farewell to Mr Lim Jit Hin

I would also like to inform you that Mr Lim Jit Hin has been posted to Sengkang Green Primary School as a Vice-Principal with effect from 15 December 2015. We would like to thank him for his





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contributions to PVPS as a HOD (2004 – 2010) and Vice-Principal (2011 – 2015). We wish him all the best in his future endeavor as he continues to serve in the education service.

## New Vice-Principal

I am pleased to inform you that a new Vice-principal has been posted to our school. She is Madam Haslindah Bahrom. Madam Haslindah had previously served as Vice-Principal at Eunus Primary School. We welcome her to the Park View family. With her knowledge and experience, we are certain that she will be able to value add to the learning experiences and development of our staff and pupils.

## Importance of Parent-School Partnership

As parents, you are the key navigator of your child's growth. Your child will benefit the most when we put your child at the heart of what we do, and when we understand our shared responsibilities for your child and work together to bring out the best in him/her. Having a close partnership with us will help you to better understand your child's learning experience in school so that you could provide him/her necessary family care, support and reinforcement at home.

You can support your child in various ways. We encourage you to join our Parent Support Group (PSG) so that you can get involved with the school's activities and get to know other parents and your child's friends in school. You can sign up for activities that suit your schedule and you do not necessarily have to devote long hours in the school's PSG to be fully engaged in your child's education. Effective parenting cannot occur in isolation from the school, and we would like to partner you to develop your child to be the best that he/she can be. The active participation of parents and community organisations is essential for our continued success.

More information on how you can be involved in your child's education can be found on these websites:

- <http://www.parkviewpri.moe.edu.sg/>
- <http://parents-in-education.moe.gov.sg/parents-in-education/how-can-parents-be-involved>

You can also register online to be a parent volunteer at the school webpage under "Online Registration" at our home page.

Here are some tips that you could consider to support your child's learning:

- Praise your child's good efforts, and not only his/her successes.
- Don't dwell on mistakes and academic marks. Rather, always encourage your child to strive for improvement.
- Give your child the confidence to seek help from his/her teacher.

We value your feedback and ideas which are critical to our continuous efforts to improve our school. I look forward to meeting you at our annual Breakfast with School Management and classroom visits. Please see the detailed programme outline under Breakfast with School Management.

## **C. Breakfast Sessions with School Management**

(Mdm Haslindah Bahrom, VP)

As part of the school's continued efforts to strengthen home-school partnerships, we are inviting parents of P1 to P6 pupils to our breakfast sessions with the school management. During the session, the School Leaders will be sharing key school programmes and policies that cater to the holistic development of our pupils. This will be followed by a meet-up session with your child's Form Teacher in his/her classrooms where the Form Teacher will share more about the expectations and class routines. Thereafter, parents are invited to a parenting talk organized by Family Matters (FM).





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The overview of the sessions is as follows:

P1 & P2	1 Feb	8am-10am: Briefing by School leaders 10am-10.30am: Recess with your kids 1030am-11am: Catered tea break for parents 11am-12pm: Meeting with Form Teachers in class 12pm-2pm: FM talk
P3 & P4	18 Jan	8am-10am: Briefing by School leaders 10am-10.30am: Catered tea break for parents 1030am-11am: Recess with your kids 11am-12pm: Meeting with Form Teachers in class 12pm-2pm: FM talk
P5 & P6	25 <sup>h</sup> Jan	8am-10am: Briefing by School leaders 10am-10.30am: Catered tea break for parents 1030am-11.30am: Meeting with Form Teachers in class 11.30am-12pm: Meeting with Mother Tongue teachers 12pm-2pm: FM talk

Please see the attached flyers for details of the session.

## D. Pupils' Absence from School

(Mdm Haslindah Bahrom, VP)

Research has shown that attendance in school has a big impact on a child's success in school. This is important as learning is a progressive activity and each day's lessons build upon those of the previous days. Please continue to ensure that your child attends school on a regular basis.

In the event that your child has to miss school for a valid reason, please produce a medical certificate or a letter of documentation on the next day he/she reports to school. You may also email your child's form teacher to inform him/her of the absence. This is to ensure our pupils' well-being as our teachers can then do the appropriate follow up with your child when he/she returns.

## E. Healthy Meals at School Program (HMSP)

(Mr Edward Leong Chee Wah, VP Admin)

In compliance with the Health Promotion Board initiative, all schools are required to implement HMSP by Jan 2017. Please refer to the following website for more details:

<http://www.hpb.gov.sg/HOPPortal/programmes-article/3088>

Our school will be implementing HMSP in 2016 and the timeline is as follows:

T1	Healthy food once a week	Every Friday (commencing in T1W2, i.e. 15 Jan 2016)
T2	Healthy food twice a week	Every Monday and Friday
T3	Healthy food everyday	Full implementation and compliance with HPB directive

Wholesome ingredients like wholemeal grain, more vegetables, and/or a wedge/slice of fruit will be included in the healthy meals. As a result, there will be an increase in food prices between increase by 10 cents and 50 cents. This is consistent with other schools which have already implemented HMSP. We would like to encourage parents to also join in the national effort in inculcating our children the value of eating healthily.





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## F. Safety and Security Procedures

(Mr Edward Leong Chee Wah, VP Admin)

### 1. Registration & Display of Pass

In view of safety and security, we have informed our security personnel and staff to ensure that all visitors to the school register at the security guard post and obtain a pass. We seek your cooperation to clearly display your passes at all times during your visit to the school. Any visitors found without a pass will be asked to leave the school premises as part of our security protocol. We seek your support and understanding to allow our personnel to carry out their checks as mentioned.

### 2. Entry to School during dismissal time

We understand that some parents and caregivers have requested to come into school for special reasons such as for the purchase of books or delivery of lunch. While we try our best to meet the needs of parents, we hope parents understand that the school will always put safety and security of our pupils first before considering the conveniences of parents.

In view of that, please note that we have revised our school policy based on a Focus Group Discussion with our PSG and parent volunteers. We seek your cooperation in the following:

#### Issuance of pass

- Visitors are required to produce a form of identification e.g. ID cards, work permit (for domestic maids) etc. to obtain a visitor pass.
- Parents without passes are not allowed to enter the school by the side gate next to the canteen (Gate D).
- For adhoc cases,
  - passes will only be issued at the security guard post at the main gate from 1.30 pm.
  - passes at the back gate (Gate C) will continue as usual starting at 2 pm.
- Parents may apply for a **One-Hour pass**. The One-Hour pass can only be used to access the school from 1.30 pm to 2.30 pm for purposes of purchasing items from the bookshop and sending lunch. This pass is valid for only a calendar year and is to be used during school term. It is not applicable during school holidays. Parents who are interested may proceed to the General office personally to obtain the application form from 12<sup>th</sup> Jan 2016. There will be a \$5 administrative fee charged per pass.
- Parents with passes are to remain only in the canteen and the bookshop area. All parents are not allowed to access the classrooms.

#### Return of pass

- All parents must leave the school premises by 2.30 pm.
- Please return the passes to the rightful school personnel who has issued the passes at the two respective areas (Security Guard post & Gate C). For example, if a parent has obtained a pass from Gate C, the parent should return the pass to the personnel stationed at Gate C for accountability purposes.

The safety and security of our pupils is our top priority. We therefore seek your continued support to work with us to ensure a safe and secure school environment for our pupils. If there is any query, kindly contact our General office at 65851421 for more information.

### 3. Drop-off and Pick-up Procedures

Parents/Guardians may drop off or pick up their child / ward at any of the 3 school gates (Gate A, Gate C & Gate D).





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Parents/Guardians may drive into the school in the morning to drop off their child/ward between 7.00 am and 7.35 am. To avoid traffic congestion, parents/guardians should drive off immediately after dropping off their child/ward.

For safety and security reasons, parents/guardians are not allowed to drive into the school during school dismissal. They may park at the available parking lots before the gantry next to the security guard post. In the event of wet weather, the gantry will be open to parents/guardians who drive to pick up their child/ward at the car porch.

No vehicles, except school buses, will be allowed to enter the roundabout parking area between 1.30 pm and 2.30 pm.

## G. CCA Camp Excellence 2016

(Mr. Choo Kuan He, Teacher-in-Charge)

The school is organising the above one-day camp for all school team members in the sports and performing arts CCAs. The objectives of the camp are:

- To promote teamwork and bonding among the school team members
- To motivate school team members to achieve their personal and school goals  
To develop social and emotional competencies and inculcate values such as resilience and responsibility

The camp programme includes team-building games and motivational talks by invited speakers. Pupils will get a chance to interact with Team Singapore athletes and PVPS alumni members to learn important qualities such as resilience, tenacity, confidence and perseverance to help them manage their CCA and studies. Please refer to the notification 2016/001 for more details.

## H. Service Learning Council (SLC) Meeting

(Mdm Pang Cui Ling, HOD CCE)

The first SLC meeting will be conducted on 13 Jan 2016 from 2.45 pm to 4.45 pm. Selected P3-P6 pupils who are SLC leaders are required to attend the meeting. The consent forms will be issued by the SLC teachers-in-charge. Please return the signed consent form to the respective teachers.

## I. 2016 PSLE - Application for Access (Special) arrangements (Reminder)

(Mdm Ain Bte Ahmad, HOD EL)

For the 2016 PSLE, pupils with learning or physical disabilities may request for access (special) arrangements during the examination.

Parents who wish to apply for any of the above special arrangements for the 2015 PSLE are to inform their Form teachers as soon as possible. All documents relating to your child's application must reach the form teacher latest by **11 Jan 2016**.

## J. Budding Chef Programme for P2

(Mdm Teo Siew Yeun, HOD in charge)

*Our Budding Chef* is a continuation of last year's programme and aims to equip our pupils with basic lifeskills. This programme is a partnership project with our Parent Support Group where parent volunteers will be the facilitators for the various groups in the class.

*Our Budding Chef* is a 5-session programme conducted every Friday with effect from 29 Jan 2016 during curriculum hours. The programme consists of two parts. In the first part of the programme, we seek to imbue in pupils skills and knowledge such as dining etiquette, healthy eating habits,





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food nutrition, basic hygiene and food safety, language and numeracy. The second part of the programme is a hands-on session where pupils will learn to prepare some simple meals.

Pupils are required to put on their aprons for the hands-on sessions. Please get your child/ward to bring them to school every Monday after it has been washed. The following meals are what we will be preparing:

Lesson	Meals Planned
Lesson 1	Chocolate Oreo Milkshake
Lesson 2	Vanilla ice cream
Lesson 3	Pita bread with sausages, cheese, tomatoes and lettuce
Lesson 4	Baked pasta with sausages and cheese
Lesson 5	Chocolate chip cookies

Attached is a form on food intolerance/allergy that we request parents/guardian to complete. Please sign and return the duly completed form to your child's/ward's form teacher on 12 January 2016, Tuesday.

## K. Swimsafer Programme for P3

(Mr Suhairy, Teacher-in-Charge)

The school will be conducting the above programme for all medically fit P3 pupils. It is a 12-week compulsory programme starting from 13 January 2016 (Term 1 Week 2) and will be held every Wednesday (3A, 3B & 3C) and Thursday (3D & 3E) during curriculum time at Sengkang Swimming Complex.

Swimming is a module in the MOE PE syllabus for primary schools and SwimSafer is a Sports Council sanctioned programme. The objectives of the programme are:

- To help pupils develop water confidence and independence in water
- To impart knowledge and skills on general and deep-end water safety.

Pupils will be grouped based on their swimming proficiency and coached by qualified MOE-registered instructors. Pupils who have achieved Stage 1 and above of the SwimSafer programme must submit a copy of their SwimSafer certificate to their form teachers so that we can customize an alternative programme for them.

We seek your cooperation to ensure that your child/ward report to school by 7.30am on his/her swimming days so that we can leave for the swimming complex punctually. Pupils are to gather outside the Brownies room according to their classes in their PE attire (with their swimming costume/swimming trunks worn under the PE attire) and school shoes. Pupils will be back in school by 10.00am to continue with their lessons for the day.

Kindly complete the attached acknowledgement form and return it with the SwimSafer certificates (if any) to your child's/ward's form teacher through your child/ward by **12 Jan 2016**. Please contact Mr Suhairy at [mohamed\\_suhairy\\_mohd\\_salleh@moe.edu.sg](mailto:mohamed_suhairy_mohd_salleh@moe.edu.sg) if you require any clarifications.

## L. Primary 4 to 6 Camp 2016 - Briefing for Parents

(Ms Loh Peck Jin – P6, Mr Azmi – P5 and Mr Choo Kuan He – P4, Teachers-in-Charge)

As part of our push for a holistic education, the school incorporates outdoor education in its curriculum to allow pupils to learn to work in teams, develop resilience and ruggedness, and discover aspects of themselves that they might not discover in the classroom. Such opportunities





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are provided through our annual P4, P5 and P6 camps held in various outdoor venues in Singapore. The school aims to achieve the following objectives during the camps:

- develop social-emotional competencies
- instil confidence in overcoming challenges
- promote teamwork and bonding
- understand the environment and appreciate the outdoors
- develop leadership qualities

A briefing session has been planned to provide parents with more information. Details are as follows:

Date: 23 January 2016 (Saturday)

Time: 9.00 am - 10.30 am

Venue: AVA room (level 3)

## M. Photo-taking for P1 and P6 pupils

(Mrs Lee Pheok Choo, Administration Manager)

Transitlink will be in school to take photographs for our P1 and P6 pupils to facilitate the making of CEPAS cards on 11 Jan 2016. The service is free. Please ensure that your child or ward come to school in clean and smart attire (full-school uniform) on photo-taking day.

## N. PVPS Smartphone Communication System

(Miss Lee Siew Kiang, SH ICT)

PVPS is using a smartphone communication system SNAC which allows the school to achieve a higher level of communication effectiveness and workflow efficiency in our information dissemination and communication with parents/guardians.

With SNAC, parents will receive receive notifications on child's attendance in school, real-time school notifications and circulars, grant digital acknowledgement to e-consent forms regarding your child/ward activities, kept updated on school's events and activities and takes proactive measure to contact you on emergency matters should the notification does not reach you within the stimulated time.

Parents/Guardians are required to download and install this free smartphone application which is located via a keyword search 'SNAC' from Apple APPs store or Android Google Play. For parents/guardians who have installed the APP last year, you do not need to register again. Once you have installed successfully, you will need to register your email address or your spouse's email address followed by your child/children NRIC/FIN to receive notification sent out by the school. More information on how to register/adding your spouse to receive notification and changing your secure authentication code can be found on the school website or the attached user manual.

For more information on SNAC and setting up your accounts, please go to our school website (latest news) or email our vendor for support at [snac.support@apptitude.sg](mailto:snac.support@apptitude.sg)

## O. Administrative Matters

(Mrs Lee Pheok Choo, Administration Manager)

### Weekly Notification

The school will continue to issue the Weekly Notification **every Friday** (during school terms). This Weekly Notification which you are reading now will be issued through your child to keep you informed of upcoming school events and announcements. All notifications issued in the year will be





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uploaded onto the school website <http://www.parkviewpri.moe.edu.sg> under "Weekly Notifications". If Friday is a school or public holiday, the Weekly Notification will be sent out on Thursday.

## Administrative (Admin) Day

Every Tuesday has been set aside as a weekly administrative and collection day for the Form teachers. All collections and administrative matters for that week will be done on Tuesdays so as not to take up additional curriculum time on other days. Please refer to each week's Weekly Notification to see if there are forms to be submitted the following Tuesday. Please remember to submit all forms and monies on the designated Tuesday. If your child misses the Tuesday submission, kindly ensure that your child hand the form or money personally to the form teacher on the next available day.

## Enrichment Programmes and collection of a single lump sum payment

Primary education forms the foundation for future learning and our school aims to explore ways to enhance holistic learning to better prepare our pupils for the future through the programmes that we provide. These enrichment programmes help to enrich, reinforce and extend the educational experience of our pupils in class, thus helping them to achieve the intended learning outcomes.

The current practice of one single lump sum payment for mandatory enrichment programmes has reduced the time spent on administrative matters by teachers in the classroom. We shall therefore continue with this practice.

We will be issuing Parents' Consent Form to collect the monies for these enrichment programmes in the T01W03 Weekly Notification. For pupils who are Singapore Citizens, payment is through the Edusave Account and if there is insufficient fund in this account, the difference will be paid by cash or cheque. All International students and Singapore PR will pay via cash or cheque. (Please make cheques payable to "Park View Primary School").

You will be notified of the details (i.e. date, time and venue) of these enrichment programmes at the appropriate times.

Collated by:

Mrs. Lee Pheck Choo  
Administration Manager

Endorsed by:

Madam Nur Ain Ahmad  
HOD, English Language Department







**P3 SwimSafer Programme 2016**

**Parent's / Guardian's Consent Form  
(NOTIFICATION REF NO: 2016/T1W01)**

I, parent / guardian\* of \_\_\_\_\_ of Pr \_\_\_\_\_ have read and noted the content of the P3 SwimSafer Programme.

[Please indicate with a tick (✓)]:

- My child / ward\* is medically fit to participate in the P3 SwimSafer Programme 2016. I hereby give consent for my child / ward\* to participate in the programme and will make payment in the single lump-sum collection in the T1W3 notification.
- My child / ward\* is medically unfit to participate in the P3 SwimSafer Programme 2016. Attached is a copy of the doctor's letter for your reference.
- I would like to be a parent volunteer for the P3 SwimSafer Programme 2016. I am \_\_\_\_\_ available on Wednesdays / Thursdays\*.  
*(Where possible, the school will try to match parent volunteers to the classes of their children/wards; however, we seek your understanding that we might not be able to accommodate every parent's request. We will contact you at least 2 days in advance to confirm your service as a parent volunteer.)*

*(Please return the consent form and a copy of your child's SwimSafer certificate(s)(if any) to your child's / ward's Form Teacher by 12 January 2016)*

\_\_\_\_\_  
Name & Signature of Parent/Guardian\*

\_\_\_\_\_  
Contact No. (HP) / (H)

\_\_\_\_\_  
Date

\*Please delete accordingly





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## P2 Budding Chefs Programme - Food Allergy/Intolerance

Dear Parents/Guardians,

P2 Budding Chefs Programme will commence on 29 Jan (for P2A-C) and 4 Mar 2016 (for P2D-F).

To ensure the safety of your child on food allergy, kindly provide us the following information:

Sr No	Food Allergy/Intolerance	Please Tick		Remarks
		Yes	No	
1	Rice Crisps			
2	Granola			
3	Cornflakes			
4	Rainbow Sprinkles			
5	Chocolate (Cocoa)			
6	Fruits			
	If Yes, kindly tick the followings:			
	• Apple			
	• Grapes			
	• Honey Dew			
	• Strawberries			
	• Mango			
	• Pear			
	• Banana			
7	Others:			
	• Milk			
	• Yoghurt			
	• Fruit Yoghurt			
	• Cheese			
	• Butter			
	• Bread			
	• Chicken Ham			
	• Capsicum			
	• Potato			
	• Pizza Sauce			
	• Vanilla Ice-Cream			
8	Please indicate:			
	• Vegetarian			
	• Non Vegetarian			
	• Can eat eggs			
	• Can eat products containing eggs			

Please note that there is no pork, beef or lamb in our recipes. A **NIL** Return is required.

Name of Child:	Class: Primary 2 /
Name and Signature of Parent/Guardian:	
Contact No.	Date:





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