



## CEDAR PRIMARY SCHOOL

15, Cedar Avenue, Singapore 349700

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*Vision: Every Cedarian a Lifelong Learner, a Person of Character*

*Mission: Nurturing Enthusiastic Learners and Responsible Citizens*

Ref: CPS/2017/04/014

13 November 2017

Dear Parents/Guardians,

### 1. Year-Closure Matters

#### a) Year End Events

##### i. CCA Appreciation Day

Our CCA Appreciation Day is on Tuesday, 14 Nov 2017. We will be giving out the following awards:

- o Star of Cedar Award (Talent)
- o SAC Distinction Award (Talent)

##### ii. Grade-level Prize Presentations

Our Grade-level Prize Presentations for P1 to P5 students have been scheduled for **Wednesday, 15 Nov 2017**. We are not inviting parents to attend this event this year as there will be 80 to 100 awards to be given per level and we are unable to accommodate the number of parents and students in the school hall. We seek your understanding on this matter.

Please take note that **Wednesday, 15 Nov 2017** will be the last day of school for all P1-P5 students. All P1-P6 students will be dismissed at 1.45pm as usual.

##### iii. Parent-Teacher-Meeting (PTM)

We will be having our P1 to P5 PTM Session on **Thursday, 16 Nov 2017** from 8am-4.40pm. Teachers will be sharing with you information about your child's/ward's academic performance, learning progress, general conduct and holistic development. Your child's/ward's report book will also be issued to you during the meeting.

Please take note of the following points:

- i. Parents who drive may need to park their vehicles in the carparks of the neighbouring Joo Seng estate, as there are limited parking spaces within the school premises.
- ii. As teachers will be meeting with many parents/guardians that day, queues are expected to form on the day. Your kind patience is sought in waiting for your turn. Parents/Guardians of each pupil will have at most 10 minutes with each Form or Subject Teacher. We seek your understanding in this matter. If further discussions are needed, the teacher will follow up with a telephone call on another day.
- iii. The timeslot 12pm-1pm on that day is set aside for the teachers' lunch and rest breaks. Teachers will not be meeting parents/guardians during this timeslot.
- iv. All Report Books are to be returned to school, signed, on **Tuesday, 2 Jan 2018**.

##### iv. Cedar Celebrates!

Cedar Celebrates! has been scheduled for **Friday, 17 Nov 2017** from 8.15am to 10.00am. All prize winners and P6 students will be attending the Cedar Celebrates. The prize

winners and their parents would have received the invitation to attend Cedar Celebrates! from their Form Teachers.

v. **P6 Farewell on 17 Nov 2017**

The P6 Farewell will take place after the Cedar Celebrates!, at 10.30am.

Please take note that **17 Nov 2017** will be the last day of school for **P6 students**. **All P6 students will be dismissed at 12pm.**

b) **2018 Booklist**

Your child/ward will be receiving the 2018 Booklist. You may make your purchases according to the dates stated in the booklist.

c) **Other Matters**

As the school year is ending, please settle any outstanding school fees and return any school library books by this week. Thank you for your understanding.

2. **Holiday Travel Plans**

For the Nov/Dec Holidays, parents of **ALL parents of P1 students** need to declare their travel plans of their P1 children regardless of travel intent. For other levels, parents need to declare the travel plans of their children only if their children intend to travel.

Please complete the enclosed form and submit it to your child's/ward's form teacher by 15 Nov 2017. A nil reply is appreciated. Please update our General Office staff (Tel: 62885633) should there be a change in your plans.

Gathering information on travel plans allows the school to maintain a safe and healthy school environment and safeguard the well-being of our staff and students. Should you need clarification, please approach your child's/ward's Form Teacher. Thank you.

3. **Release of 2017 PSLE Results**

The date of release of the 2017 Primary School Leaving Examination has tentatively been scheduled to fall on **24 or 27 November 2017**. Parents and P6 students are advised to watch out for media announcements on the actual release date and time.

P6 students are to come in their **full school uniform** when collecting their result slips. P6 students will be attended to first, before parents who come in their children's place to collect the result slips.

4. **2018 School Year Schedule**

The new school year will commence on **Tuesday, 2 January 2018**. We enclose the weekly schedule for the year 2018 for your reference. We hope that the early dissemination of the information will support you in planning after-school care and activities for your child/ward.

All students are expected to be in school and report to their Form Teacher for attendance-taking **by 7.40am**. Students who report after 7.40am will be considered late for school. The flag-raising ceremony will commence at 7.40am and the first lesson for the day will start at 7.45am.

Once details are confirmed in the new school year, teachers will be issuing consent forms to students involved in remedial/supplementary lessons or CCA sessions.

**Drop-Off by Parents/Guardians**

If you are driving your child/ward to school in the new school year, please note that the drop-off procedure remains the same.

- Between 7am and 7.40am, parents/guardians are to drive into our school premises and drop off their child/ward at the school porch.
- From 7.40am, all school gates will be closed and parents/guardians are to drop off their child/ward at the security post.

**5. Temperature Taking Exercise in 2018**

In the new school year, the school will be conducting a temperature-taking exercise on **Thursday, 4 January 2018**. This is to ensure our continued preparedness in managing health situations.

Please ensure that your child/ward has a working Oral Digital Thermometer (ODT) with him/her when he/she returns to school in January 2018. Do help us to cultivate in your child/ward the habit of using his/her personal ODT to monitor his/her personal health and to check if he/she has fever. We seek your strong partnership in nurturing in your child/ward a sense of personal and social responsibility.

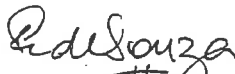
**6. Appreciation & Happy Holidays**

We would like to thank all parents for your warm support and strong partnership in making 2017 a fruitful and enriching year for Cedar and Cedarians! We look forward to your continued support in 2018 as we strive to provide a holistic education and a quality school experience for all our students.

May the year-end school holidays be a wonderful time of rest, renewal and rejuvenation for all.

Festive greetings to all and Happy New Year in advance.

For Cedar & Cedarians,



Mrs Sara de Souza  
Principal

**CEDAR PRIMARY SCHOOL  
2018 WEEKLY SCHEDULE**

Day/Activity	Mon	Tue	Wed	Thu	Fri
Morning Assembly	All students are to be in school and report to their Form Teacher for attendance-taking by 7.40am Students who report after 7.40am will be considered late for school. The flag-raising ceremony will commence at 7.40am				
Lessons	7.45am-1.45pm			7.45am-1.15pm	
Recess	(P1 & P4) 9.15am-9.45am (P2 & P5) 9.45am-10.15am (P3 & P6) 10.15am-10.45am				
Lunch	1.45pm-2.30pm				
After-school programme	Remedial/Supplementary 2.15pm-3.45pm	Co-Curricular Activities (CCAs) 2.15pm-3.45pm OR 5.15pm <i>(details will be provided by CCA teachers next year)</i>	Remedial/Supplementary 2.15pm-3.45pm		
	Competitive CCAs may have extra CCA sessions on Monday and Wednesdays 3.45pm-5.15pm				
School Bus Departure Times		1.55pm 3.55pm 5.25pm		1.25pm	

**Notes**

1. The Weekly Schedule is reviewed at the end of each term. If there are any changes, the school will inform parents/guardians in advance.
2. For remedial/supplementary lessons, teachers will issue lesson details and consent forms. For some lessons, only selected students will be involved.
3. \* Higher Mother Tongue (HMT) Lessons for P5 and P6 students are conducted in the afternoons. In accordance with MOE policy, all P5 and P6 HMT students are required to attend the HMT lessons. These curriculum lessons are conducted in the same afternoons as the P5 and P6 MT Remedial/Supplementary Lessons.
4. For the CCA timeslots, CCA sessions may or may not take up the full duration. Specific details will be provided by the CCA Teachers-in-charge.

**Travel Declaration Form**  
**(To be submitted to the Form Teacher by 15 Nov 2017)**

Name of Student: \_\_\_\_\_

Class: P \_\_\_\_\_

**Travel Intent**

Please ✓ in the appropriate box and provide detail of your travel plan(s), if any.

My child/ward has no travel plan for the Nov/Dec 2017 Holidays

My child's/ward's travel plan(s) is/are:

**Plan 1:**

Country: \_\_\_\_\_

City: \_\_\_\_\_

Travel Dates: \_\_\_\_\_

Overseas Contact No.: \_\_\_\_\_

**Plan 2:**

Country: \_\_\_\_\_

City: \_\_\_\_\_

Travel Dates: \_\_\_\_\_

Overseas Contact No.: \_\_\_\_\_

**Plan 3:**

Country: \_\_\_\_\_

City: \_\_\_\_\_

Travel Dates: \_\_\_\_\_

Overseas Contact No.: \_\_\_\_\_

Name of Parent/Guardian: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Signature of Parent: \_\_\_\_\_ Date: \_\_\_\_\_

