



CEDAR PRIMARY SCHOOL

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School Vision: Joyful Learners, Responsible Citizens, Creative Leaders in a Connected Community

Ref No.: CPS/2025/01/007

10 January 2025

Dear Parents/Guardians,

TERM 1 COMMUNIQUÉ

Happy New Year 2025!

On the first few days of school, our teachers have engaged students in team-building and class bonding activities to strengthen interpersonal connections and foster a positive class culture. They have also guided and empowered students in setting class rules and routines to create a conducive and enabling learning environment. We encourage you to ask your child/ward to share some of these interesting experiences with you.

During level assemblies, we reminded students of our School Vision, Mission, Values and Motto. We have also reiterated our school rules and regulations, safety procedures, and shared cyberwellness tips. You may refer to the relevant pages in the Student Handbook for this information.

In my assembly talks with the P2 - P6 students, I spoke about Kindness, Resilience and our aspirations for them through stories from children's literature. Our CCE heads also shared a children's book that gave our students insight into the vision our founding prime minister, Mr Lee Kuan Yew, had for Singapore. We invite you to ask your child/ward to recount these stories with you. We encourage you to reinforce our school values and important family values by sharing stories and examples from books, news articles, personal experiences, historical events and films that highlight them. When chosen well, these stories and examples can evoke emotions in your child/ward to do what is right, provide good role models, and help them understand and internalise acceptable and appropriate behaviours.

We look forward to a year of fruitful partnership with you in our endeavour to develop your child/ward holistically.

Yours faithfully,

Mr Chua Choon Hock (Chris)
Principal

I. Administrative and Safety Matters

a. MOE Financial Assistance Scheme (FAS)

MOE provides financial assistance to Singaporean students in need. Families with a gross monthly household income of \$3,000 and below or per capita household income of \$750 or below are eligible for FAS.

If your child/ward qualifies for MOE FAS, please apply online using Singpass at <https://go.gov.sg/moe-efas> or obtain an application form from the school office.

b. Student Data Form (SDF)

MOE requires an update of your information as well as that of your child's/ward's via the SDF to better support the educational needs of your child/ward. Please submit the information through the SDF portal using your Singpass account via URL: <https://pg.moe.edu.sg/forms/sdf> or scan the following QR code.



- For P2 - P6 students: Please complete your submission by **31 January (Friday)**.
- For P1 students: Parents who had already submitted the SDF last year need not submit it again. Otherwise, please complete your submission by **31 January (Friday)**.

c. EZLink School Smart Card Photo-Taking Exercise for P1 & P6 Students

P1 and P6 students will be involved in the individual photo-taking exercise which will be held on 5 February (Wednesday). Students are allowed to be in their PE attire if they have PE lessons on that day.

d. Reporting and Dismissal Times

Please be informed that the reporting time for all students is 7.30am. To allow students to have more meaningful interaction time with their Form Teachers, they will report to the classrooms for the flag-raising ceremony every Monday. For the rest of the week, the flag-raising ceremony will be conducted at the parade square.

If your child/ward is unwell, do keep him/her at home and take him/her to a doctor to ascertain his/her fitness to attend school. A medical certificate should be handed in to your child's/ward's form teacher when he/she returns to school.

Please refer to the following table for the staggered dismissal timings on fair weather days:

Level	Dismissal Time		Exit Gate/Mode		
	Mon - Thurs	Fri	Gate A	Gate C	Gate E
Primary 1	1.25pm	12.55pm	1KN, 1RP, 1CT	1IT, 1RS	1RT, 1CA
Primary 2	1.30pm	1pm	2RS, 2RP	2CT	2KN, 2IT, 2RT, 2CA
Primary 3	1.30pm	1pm	3IT, 3RS	3RP	3KN, 3CT, 3RT
All School Bus Takers	1.30pm	1pm	Assemble in the School Hall		
Primary 4	1.35pm	1pm	4KN, 4IT, 4RS	–	4RP, 4CT, 4RT
Primary 5	1.35pm	1.05pm	–	–	All
Primary 6	1.40pm	1.10pm	–	–	All

**P1 to P6 Gate H users will be dismissed according to their level dismissal time*

Dismissal during Wet Weather:

- Parents/Caregivers will wait outside the child’s original dismissal gate to avoid overcrowding at Gate E.
- P1 teachers will take the students out via Gate E and to Gate A, C or E.
- P2 – P6 teachers will direct students to exit via Gate E and walk to their original dismissal gate area to meet their parents/caregivers.

e. Gate H Opening Hours

Students may use Gate H to enter and leave the school during the following opening hours:

Gate H	
Days	Opening Hours
Mondays to Fridays	7.00am to 8.00am
Mondays to Fridays	11.50am to 12.00pm
Mondays to Thursdays	1.15pm to 2.00pm
Fridays	12.45pm to 1.30pm
Mondays, Tuesdays and Thursdays	3.00pm to 4.15pm
Mondays to Fridays	4.50pm to 6.45pm

Please note that the area at Gate H is not fully sheltered, thus you may want to bring along an umbrella for yourself and your child/ward should you choose to use the gate to pick up your child/ward at dismissal time.

f. Road Traffic Regulations and Road Safety

The school is committed to working with staff, students, parents and the community on raising safety awareness and exhibiting the desired road safety behaviours. In building a culture of courtesy and respect for fellow commuters, please consider the safety of one another, regardless of whether we drive, walk, cycle or ride active mobility devices.

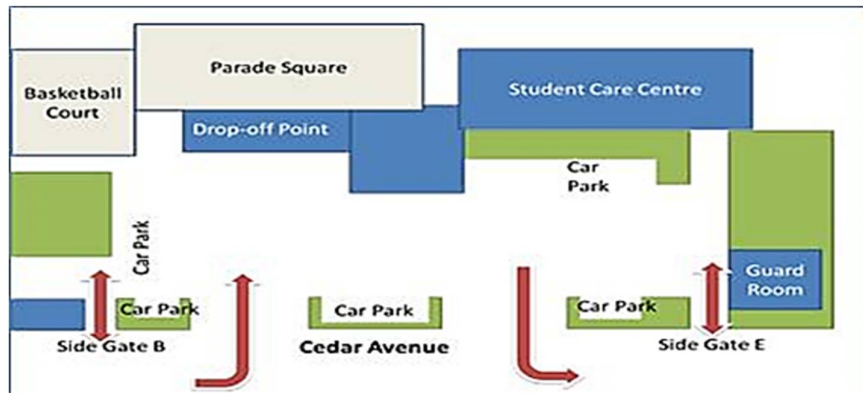
We would like to emphasise Road Safety when students are travelling on the road to and from school. Here are some pointers which we would like you to remind your child/ward about:

- Students are only to cross the road using the appropriate pedestrian crossings and to always obey traffic signals.
- Students are only to walk along the designated walkways provided outside the school.
- Students are to follow the school’s advice and guidelines on Road Safety, which will be shared during assemblies and in class.

Parents/guardians who are driving in to drop off their children are to follow the traffic instructions from the Traffic Wardens for the safety of all students and staff. Drivers will have to observe the reduced speed limits in the carpark to minimise the risk of accidents. Be patient and take turns in queuing to come into the drop-off point.

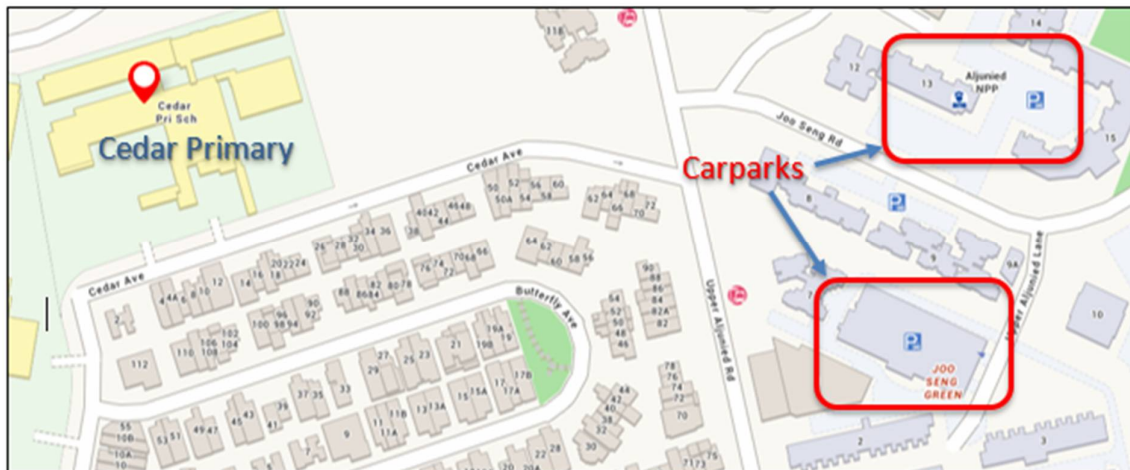
Please get your child ready with his/her school bag and other items so that your child can alight quickly, and alight only from the left side of the car.

Gates for Vehicular Traffic will be open from 6.45am to 7.30am, for parents/guardians to drop off their children/ward at the Drop-off Point, as shown below:



From our observations and feedback given by residents along Cedar Avenue, some parents' vehicles are parked indiscriminately along both sides of Cedar Avenue when parents fetch their children during dismissal. There had even been occasions when vehicles were parked in front of the gates of the houses along Cedar Avenue and left unattended.

We would like to take this opportunity to advise all parents who are driving not to park along the landed property side of Cedar Avenue as the practice is causing much inconvenience to the residents. Do note that when parked vehicles obstruct Cedar Avenue, the residents may call in the authorities to act. We would like to reiterate that nearby carparks are available to park your vehicles while you go about fetching your child from the school gates. Please see map below:



In addition, do also note that there is no safety provision by LTA for students to be dropped off along Alkaff Crescent, where Gate H is. Hence, you would be risking your child's/ward's personal safety should you drop him/her off along Alkaff Crescent to enter the school via Gate H. As it is against the traffic rules to stop your vehicle along Alkaff Crescent, you may also be faulted should LTA enforce the rules along the road. If you are driving your child/ward to school, you are advised to use the main gate and drop off your child/ward at the school foyer for his/her personal safety.

Please show a good example to our children by being considerate road users and obeying the traffic rules. Thank you for helping the school to be a considerate neighbour to the residents nearby.

g. After-school School Bus Service

As part of the measures to ensure a sustainable school bus service model due to the shortage of drivers and rising cost pressures in recent times, school bus operators are only obliged to provide bus services for after-school activities (e.g., supplementary lessons, CCAs) if the departure time is 4pm or earlier. For our students who attend after-school programmes or activities, the school bus service is available with the departure time of 3.45pm.

For departure times after 4pm, the bus operator will only be expected to consider the request on a best-effort basis at a negotiated price that is not contractually bound.

j. Imbuing the Value of Responsibility in our Students

Teaching students to be responsible is important for their academic success, for building strong character, and for helping them be successful in life. One of the ways in which students demonstrate the value of Responsibility in Cedar Primary is by ensuring that they pack their bags every evening to get ready for school the next day. This includes bringing their schoolwork, wallet, and/or recess food every day.

If the students forget their schoolwork, they are to bring it back the next day. If they have forgotten their wallet or recess food, the school will provide them with biscuits and water, or lend them money to buy food, if needed.

Parents/Guardians are to refrain from getting the General Office staff or Security Officers to pass any forgotten items to the students as it would disrupt the students' learning when these items are sent to the classrooms. Together, we can nurture responsibility in our children and help them develop the habit of always ensuring they have everything that they need for school.

h. Discipline Matters

School Discipline Approach

Discipline is an educational process of guiding students to develop self-management skills and good character. Disciplinary measures help them learn the consequences of their inappropriate actions and poor choices, and take responsibility in correcting their mistakes.

Our school adopts the Positive Discipline principles in developing students to be self-disciplined. Guided by the Mark of a Cedarian, students will demonstrate responsible decision-making skills in doing the right thing, at the right time and at the right place.

Please refer to the school rules and regulations in My Cedarian Handbook 2024 (pg. 9 – 19) for more information on Cedar Primary's approach to discipline.

Attendance

Students are expected to attend school on a daily basis. The school discourages students from being taken for vacation during term time. Students who are absent from school are required to submit a medical certificate (MC) or a letter of excuse from parents/guardians. The relevant documents should be provided to your child's/ward's Form Teacher on the day of your child's/ward's return to school. We urge that parents keep our teachers updated on the student's absence in a timely manner.

Punctuality

Punctuality is an important value and a form of self-discipline that will serve our students well now and in the future at the workplace. It is also to a reminder for students to take responsibility for their own learning. When your child/ward reports late, he/she will miss out on lessons, which will ultimately affect his/her progress in school.

Students are expected to be punctual for school and reach school by 7.30am for the flag-raising and pledge-taking ceremony. Students who report from 7.31am onwards are considered late for school and their names and classes will be noted by the school personnel on duty at the gates (Gate E & Gate H).

i. Cyber Wellness Reminders

In the first week of 2024, Primary 2 to Primary 6 students attended a Cyber Wellness talk as part of the orientation programme. The talk emphasised the importance of staying safe and being a responsible Cedarian in the cyber world. While the school is committed to educating and empowering our students, we also recognise the crucial role parents play in reinforcing positive online behaviours at home. Here are some tips that we hope you will find helpful in supporting your child's/ward's digital well-being:

- **Promote Kindness:** Encourage your child to be kind to others during online interactions, fostering a positive and respectful online environment.
- **Monitor and Regulate Online Time:** Keep a check on the amount of time and types of online activities your child engages in to ensure a healthy balance.
- **Emphasise Privacy:** Remind your child not to share personal information online and to exercise caution in his or her digital interactions.
- **Secure Account Information:** Teachers will be sharing account details such as Student iCON and Student Learning Space within the first few weeks of the term. It is crucial that your child remembers his or her account credentials and keeps these details safe.
- **Role Model Behaviours:** Exhibit positive online behaviours to set an example for your child.

We believe that a strong partnership between the school and parents is essential to creating a safe and supportive environment for our students. By working together, we can ensure that our children will be responsible in their decision-making when navigating the digital landscape.

II. School-Wide Events and Programmes

a. Chinese New Year Eve Celebration and Holidays

We will be celebrating Chinese New Year in school on 28 January (Tuesday). As 28 January is the eve of Chinese New Year, dismissal will be at 10am.

Chinese New Year holidays will be on 29 January (Wednesday) and 30 January (Thursday). School will resume on 31 January (Friday).

b. Total Defence Commemoration Week & READ@CPS

Observed annually on February 15, Total Defence Day marks Singapore's commitment to safeguarding its sovereignty and overcoming challenges through the combined efforts of its people. The theme "Together We Keep Singapore Strong" focuses on Singaporean's readiness for crises and disruptions, and the many ways we can put Total Defence into action in our everyday lives.

Students will explore the six pillars of Total Defence—Military, Civil, Social, Psychological, Economic, and Digital—and understand their relevance to everyday experiences. Through Character and Citizenship Education (CCE) lessons and engaging activities conducted in class and during recess, students will connect what they learn to their daily lives, fostering a deeper appreciation and application of Total Defence principles.

In collaboration with the CCE and EL Departments, this year's READ@CPS programme presents a two-week celebration of reading in conjunction with Total Defence Day. Centred around the theme "Together We Keep Singapore Strong," this initiative aims to nurture a love for reading while encouraging students to explore values such as resilience, teamwork and community.

Interactive library activities and engaging classroom sessions in both English Language and Mother Tongue have been planned for students from Primary 1 to 6. These include storytelling sessions, book hunts, creative writing, and showcases, providing opportunities to discover diverse genres, authors, and stories that emphasise the importance of building a strong and united nation.

c. Values-In-Action

The Values-In-Action (VIA) experience fosters in students a strong sense of responsibility to address the needs of their school, community, and nation. Integrated into the refreshed Character and Citizenship Education (CCE) curriculum, students will participate in various level-specific VIA projects throughout the year.

For younger students, these projects provide opportunities to demonstrate kindness and appreciation toward their peers while taking responsibility for their classrooms and shared school spaces.

For older students, the VIA experience encourages them to take ownership of both their school and the broader community. They will be guided to plan and implement initiatives that allow them to give back meaningfully, fostering a deeper sense of engagement and contribution. More details about the individual VIA projects will be provided to the students nearer the dates.

d. Cohort Learning Journeys

Cohort learning journeys form one of the key Student Development Experiences (SDE) for primary school students as part of the refreshed Character and Citizenship Education curriculum. In Cedar Primary, students will either go for field-based cohort learning journeys or museum-based cohort learning journeys.

i. Field-based Learning Journeys

Field-based cohort learning journeys allow students to contextualise their learning experience in a real-world setting and help them develop close observation, reflection and critical thinking skills.

Our Primary 1 and 2 students will be going for their field-based learning journeys to the respective sites listed in the following table. These learning journeys will be guided by teachers with packages specifically designed to help the students explore, construct new knowledge, and make connections to the topics being studied in their Social Studies lessons.

ii. Museum-based Learning Journeys

Museum-based cohort learning journeys support students' learning in Social Studies and CCE by deepening their understanding of the heritage and culture of Singapore beyond the classroom context.

Primary 4 to 6 students will be visiting the respective sites listed in the following table. The museum-based learning experiences will be guided and facilitated by specially trained museum educators using various artefacts in the museums.

Level	Learning Journey	Site	Term
Primary 1	Field-based Learning	Neighbourhood Trails	Term 4
Primary 2	Field-based Learning	National Orchid Garden	Term 3
Primary 3	Museum-based Learning: Tales of the Emporium	Geylang Serai Heritage Gallery	Term 3
Primary 4	Museum-based Learning: Culture Archives	Kreta Ayer Heritage Gallery	Term 2
Primary 5	Museum-based Learning: Sites and Sounds of Little India	Indian Heritage Centre	Term 4
Primary 6	Museum-based Learning: Asian Adventures	Asian Civilisations Museum	Term 1 Term 2

More details about the individual Learning Journeys will be provided via letters to parents nearer to the dates.

e. **Parents Engagement 2025**

We will have a Parent Engagement Webinar on 14 March (Friday), 8am to 12.30pm. At the session, the School Leaders and teachers will be sharing with you how we could work in partnership to support your child's/ward's development. Registration details will be given at a later date.

f. **School Health Visit 2025**

The annual School Health Visit will take place from **14 to 21 February 2025**. Nurses from the School Health Service will be in school to conduct differentiated health screening and/or immunization services for our students.

Level	Type of Screening Activity
Primary 1	<ul style="list-style-type: none">· Vision screening (Eyesight test)· Growth & development assessment· Hearing screening· Immunisation (if required)
Primary 2, 3 and 4	<ul style="list-style-type: none">· Vision screening (Eyesight test)· Height and BMI for selected students

Level	Type of Screening Activity
Primary 5	<ul style="list-style-type: none"> · Vision screening (Eyesight test) · Colour vision screening · Growth & development assessment · Spinal screening for scoliosis (only for female students) · Immunisation (if required)
Primary 6	<ul style="list-style-type: none"> · Vision screening (Eyesight test) · Spinal screening for scoliosis (only for female students) · Height and BMI for selected students

A separate letter with the details of the health visit will be sent through Parents Gateway at a later date.

III. Level Events and Programmes

a. P3 to P6 Class Tests in Term 1

Integral to teaching and learning is assessment which provides feedback to students, teachers and parents on what students have learnt. We are committed to guiding our students to learn from mistakes to improve themselves. As partners in education, we seek your support in motivating your child/ward to study diligently daily and achieve his/her personal best for class tests, for Effort Determines Success.

Dates of tests in Term 1 are indicated in the Cedar Primary School Calendar of Events. More details have been provided in a separate letter to parents, dated 10 January.

III. Cedar Primary School Calendar of Events

2025 Term 1 Calendar of Events

Date/Day	Events	Remarks
2 Jan – 7 Jan	P1 Orientation	
3 Jan – 7 Jan	P2 – P6 Orientation	
15 Jan (Wed)	Attendance and Temperature-Taking Exercise	Students to bring Oral Digital Thermometers (ODTs) to school.
28 Jan (Tue)	Chinese New Year Celebrations	Students will be dismissed at 10am.
29 Jan - 30 Jan	Chinese New Year Public Holiday	
14 - 21 Feb	School Health Visit	
21 Feb (Fri)	P6 Cohort Learning Journey (6IT and 6RS)	More details will be given nearer to the date.

Date/Day	Events	Remarks
27 Feb (Thu)	P3 to P6 EL/FEL Class Tests 1	
28 Feb (Fri)	P3 to P6 MA/FMA Class Test 1	
3 Mar (Mon)	P3 to P6 MT Class Test 1	
4 Mar (Tue)	P3 to P6 SC/FSC Class Test 1	
5 Mar (Wed)	P5 to P6 FMT/HMT Class Test 1	
14 Mar (Fri)	Parents Engagement Webinars	Students need not report to school.
15 Mar – 23 Mar	Term 1 Holidays	

Policy on Photography and Videography at School Events

We would like to inform you that photograph(s) and video image(s) of you and/or your child/ward may be captured at our school activities and events. We may use and publish such photographs and/or video recordings in school publications, website, social media channels, and other official school communication channels.