



## **CEDAR PRIMARY SCHOOL**

15 Cedar Ave, Singapore 349700

Tel: 6288 5633 Fax: 62830113

E-mail: cedar\_ps@moe.edu.sg

www.cedarpri.moe.edu.sg

---

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

Ref No.: CPS/2019/046

18 January 2019

Dear Parents/Guardians

### **TERM 1 COMMUNIQUE**

On behalf of the school, I wish all of you a very Happy New Year! As the academic year begins for the newly merged Cedar Primary School, we have shared with the students our new School Motto, Values and Vision. Our teachers have also engaged the students in various activities to strengthen the dynamics of the class and their identity as Cedarians. They have also guided and involved the students in the setting of class rules and establishing routines so as to create an environment conducive to learning. You may want to ask your child/ward to share with you some of these interesting experiences and to look through our student handbook with your child/ward to reinforce our School Motto, Values and Vision as well as the school rules and regulations. Your support and guidance will help to build the identity of the new Cedarian.

As part of our efforts to provide timely and relevant information to parents and guardians, we will prepare and send out termly communique such as this at the start of each term. The termly communique will contain useful announcements and reminders as well as a calendar of events for the term with key school events and activities highlighted to enable you to better plan your family schedule.

In January, we give focus to the school value *Kindness* and develop students' understanding of this value through assembly talks, stories and examples found in our society. Please assist us to role model and reinforce this value with your child/ward at home too. We look forward to a year of fruitful collaboration with you in the education endeavour to develop your child/ward holistically.

Yours faithfully

Mr Chua Choon Hock  
Principal

## **A. School Events and Celebrations**

### Chinese New Year Celebrations

We will be celebrating Chinese New Year on Monday, 4 February, from 7.40 am to 10.00 am. We seek parents'/guardians' assistance to make the necessary transport arrangements for the early dismissal.

### Chinese New Year Holidays

Chinese New Year public holidays will be on 5 February and 6 February. School will resume on 7 February (Thursday). On behalf of the school, I wish all who celebrate Chinese New Year a Happy and Prosperous Chinese New Year.

### Total Defence Day

On 15 February each year, schools in Singapore commemorate Total Defence Day to mark the anniversary of the fall of Singapore to the Japanese in 1942. This year's theme is 'Together We Keep Singapore Strong'. We will be organising different activities that will serve to educate students on the 5 aspects of Total Defence and remind students that Singapore is worth defending and we all have a part to defend and keep Singapore strong.

## **B. Administrative Matters**

### 2019 School Hours

The following table shows the school hours in 2019.

School Hours		Reporting Time
Mondays, Tuesdays and Thursdays	Wednesdays and Fridays	Monday to Friday
7.45 am – 1.45 pm	7.45 am – 1.15 pm	7.40 am

Students are required to check whether they need to stay back for Remedial, Supplementary classes or CCAs in the afternoon.

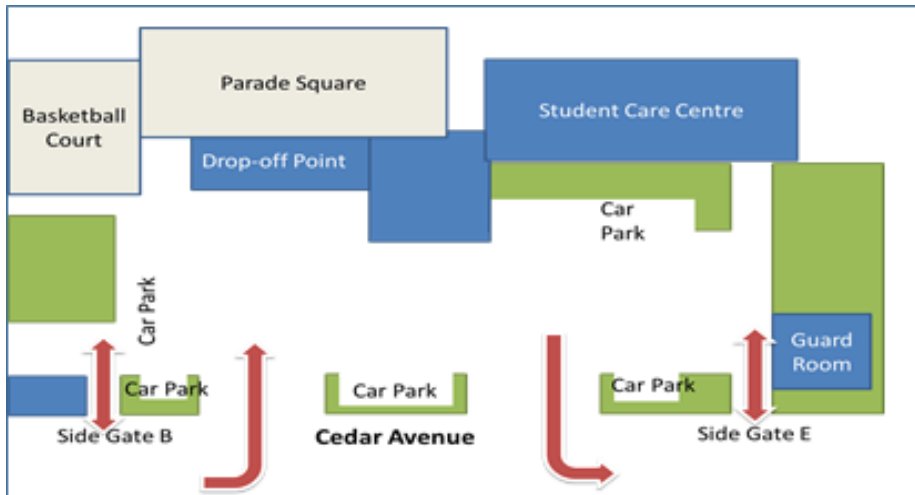
### Arrival and Dismissal Arrangements

#### Arrival

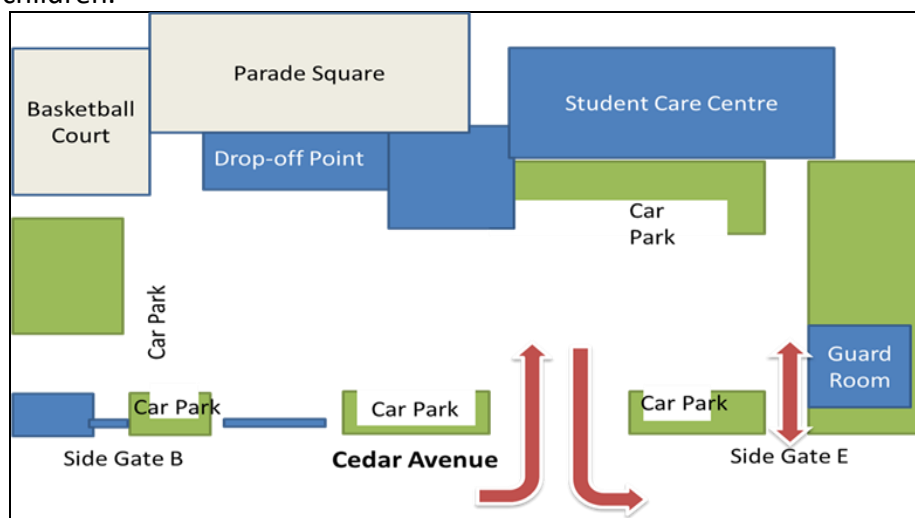
We seek parents'/ guardians' cooperation in ensuring that your children/ward report punctually by 7.40 am for the Flag-raising and Pledge-taking ceremony. For the safety of the students, they are not allowed to leave school once they are within the school compound.

- Parents/guardians shall use Side Gate B and Side Gate E to drop off their children/ward from 7 am to 7.40 am.
- Parents/guardians who need to enter the school compound during school hours to meet staff at the General Office will have to report to the Security Guard Post to register for a Security Pass. This is for the safety and security of all students and staff.

- Parents/guardians who are driving in to drop off their children shall 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 risk of accidents.
- Gates for Vehicular Traffic will open from 7 am to 7.40 am, for parents/guardians to drop off their children/ward at the Drop-off Point, as shown below:



- After 7.40 am, parents/guardians will have to follow the traffic flow shown below to drop off their children.



### Dismissal

- Parents/guardians are to pick up their children/wards from the school gates at dismissal time. No parents will be allowed into the school premises beyond the designated Parents' Waiting Area. Primary 1 classes will be taken to the school gates to be handed over to the parents/guardians.
- Parents are not allowed to drive into the school compound to pick up their children from 12.30 pm to 2.00 pm.
- Students with siblings in other levels are to meet in the canteen before going to the designated gates.

- Students taking the school bus will also gather at the canteen and wait to be picked up by the bus attendants or drivers.

Recess Timings

We believe in developing our students to be independent. During their recess, parents will not be allowed into the school canteen to buy food for their children. Students are to consume their food in the canteen.

Recesses will be staggered for the different levels. Classes will be assigned a fixed recess period which will be reflected in the class timetables. However, recess timings may be adjusted when there are celebrations in school or during examination periods due to the duration of different papers.

Levels	Time
P1 and P4	9.15 am – 9.45 am
P2 and P5	9.45 am – 10.15 am
P3 and P6	10.15 am – 10.45 am

Snack Breaks in Schools (Monday to Friday)

In line with MOE’s recommendation, there will be an additional snack break to ensure children eat regularly. This additional snack break will take place during curriculum time between 11.30 am and 12.30 pm. Lessons will go on as usual and students will be given about 5 to 10 minutes to consume the snacks during the designated timing. Please note that sharing of snacks is not encouraged.

Parents are also advised to prepare light, healthy snacks for their children to be brought to school. A list of healthy snacks can be found in the pictures below.

**Strongly Encouraged**



Small bun



A sandwich



Cut fruits



Small packet of cereal



A packet of biscuits



Healthier Choice Symbol

Students are strongly encouraged to eat small buns, sandwiches, cut fruits (*with toothpicks or a fork*), small packets of cereal or biscuits. Parents are encouraged to always buy food with the ‘Healthier Choice’ symbol.

### Revision of School Fees from 2019

From January 2019, the 2<sup>nd</sup> tier miscellaneous fees rate of the new school will be standardised at \$6.50 per month.

This standardised rate will help to defray the increasing cost of teaching materials used by the students and to allow the school to continue to provide resources to advance teaching and learning for the benefit of the students.

Singaporean students may use their Edusave accounts to pay for the 2<sup>nd</sup> tier miscellaneous fees. If your child/ward is currently paying his/her 2<sup>nd</sup> tier miscellaneous fees from the Edusave account, the revised rate will be deducted from his/her Edusave account starting from 2019. There is no further action required from you.

If your child/ward is currently not paying his/her 2<sup>nd</sup> tier miscellaneous fees from the Edusave account, you are strongly encouraged to do so. Please approach our staff for a copy of the application form.

The monthly fees payable by all students from January 2019 are as follows:

Table for Primary Level Students

Nationality	2019			
	School Fees	Standard Misc Fees	2 <sup>nd</sup> Tier Misc Fees	Total
	\$	\$	\$	\$
SC	0	6.50	6.50	13
PR	180	6.50	6.50	193
IS (ASEAN)	440	6.50	6.50	453
IS (Non-ASEAN)	700	6.50	6.50	713

### Health and Contact Information Matters

In our continued efforts to safeguard the well-being of our staff and students as school re-opens in 2019, we would like to request all parents/guardians to remain vigilant and ensure your child/ward exercises personal and social responsibility by maintaining a high standard of personal hygiene. If your child/ward is not feeling well, he/she should not come to school and should see a doctor.

We require up-to-date addresses, contact numbers and commuter status of all students and their parents/guardians. This is important so that we may contact you or your child/ward in times of emergency. In addition, we would need up-to-date medical information of your child/ward so as to support the necessary attention to his/her well-being.

Hence, we are conducting an exercise to update contact information of your child/ward and family. Your child/ward received a contact information updating form on School Term Week 1 which should be returned to the Form Teachers by 18 January. We appreciate your support for this contact information updating exercise. In the course of the school term, please also keep the Form Teachers updated of any change of personal particulars or medical status.

## **C. Assessment Matters**

### **Removal of Assessments**

In alignment with MOE's direction to reduce the emphasis on academic results and help our students discover more joy and develop intrinsic motivation in learning, Primary 1 and 2 students will not have any weighted assessments (WA). Formative assessments with subject-specific learning outcomes and qualitative descriptors will be used to report the learning progress for the Primary 1 and 2 students.

The Primary 3 students will not be having their Semestral Assessment (SA) at mid-year. Weighted assessments, in the form of class tests, presentations and group projects will be used to report on their learning. More details will be shared at the Parent-Teacher Meeting in February.

### **Assessment Weightings**

The following table is the Assessment weightings for Primary 3 to 6 students in 2019.

<b>Level</b>	<b>Term 1</b>	<b>Term 2</b>	<b>Term 3</b>	<b>Term 4</b>
<b>P1</b>	Formative Assessment			
<b>P2</b>				
<b>P3</b>	WA 10%	WA 15%	WA 15%	SA 60%
<b>P4</b>	WA 10%	SA 30%	WA 10%	SA 50%
<b>P5</b>	WA 10%	SA 30%	WA 10%	SA 50%
<b>P6</b>	CA 10%	SA 30%	NA	Preliminary Exams 60%

## **D. Student Matters**

### **PE Attire**

Please ensure that your child/ward is dressed in proper PE attire on days when he/she has PE lessons. Students are allowed to remain in their PE attire throughout the day.

### **CCA for P3 to P6**

As CCA allows students to develop their talents and provides opportunities for social integration with all races, all Primary 3 to 6 students are strongly encouraged to take up a CCA to provide a balance to his/her academic life. CCA recruitment has been conducted for students with no CCA.

### **School Health Visit**

The School Health Visit will take place from 7 February to 15 March 2019. Nurses from the School Health Service will be in school to conduct routine health checks for the students. More information will be given to the students on what they would need to bring nearer to the date.

### Pre-Assembly Silent Reading

Students are to bring an English Language storybook each on Mondays, Tuesdays and Wednesdays for silent reading. For Thursdays and Fridays, students are required to have a Mother Tongue Language storybook each. The school library is well-stocked with new and interesting books and students are strongly encouraged to borrow these books from the school library or public libraries.

### Library programmes in collaboration with the NLB

To encourage the students to read more and widely, our school is partnering the National Library Board (NLB) in the following programme:

- Mass Borrowing - NLB personnel will bring a wide array of NLB books to our school on the following dates:

Mass Borrowing 1	Term One: 14 & 15 March (Thu & Fri)
------------------	-------------------------------------

This provides the convenience for our students to borrow a wide variety of books without having to visit any of the National Libraries. The exact time slot for each class will be provided by the class teacher prior to the event. All our students are strongly encouraged to borrow English and Mother Tongue books of different genres during these sessions.

### Commencement of Supplementary / Remedial Lessons

The school conducts supplementary, remedial and enrichment lessons to enable students to explore curriculum in depth and/or to level up their skills and competencies in the subject.

Supplementary lessons for the P6 students commenced in Term 1 Week 2, Monday 14 January 2019. Remedial lessons for P2 to P5 will commence in Term 1 Week 3, Monday, 21 Jan 2019.

Respective subject teachers will issue consent forms to your child/ward prior to the commencement of the supplementary or remedial lessons if he/she has been identified for the lessons.

## **E. Partnership with Parents**

### Parent-Teacher Meeting on 22 February 2019

To better engage you in your child's learning and holistic development, the school will be holding a Parent-Teacher Meeting on Friday, 22 February 2019. We will also update you on educational matters pertaining to syllabus and assessment, and share with you some tips to support your child/ward at home. The timing of the meeting will be from 8.00 am to 12 noon.

There will be no individual discussion on your child's progress at the Parent-Teacher Meeting. This will be carried after the first Semestral Assessment during our Parent-Teacher Conference. More details on both the meeting and conference will be given at a later date.

### 'Triple P' Programme (for Parents of P3 and P4 students)

In collaboration with Ministry of Social and Family Development (MSF), the school will be organising the Positive Parenting Programme (Triple P) for selected parents of P3 and P4 students. This is an evidence-based programme that equips parents with techniques to promote their children's psychological, social and emotional competence. A survey form will be given to all parents of P3 and P4 students to complete and return to the school. We will then invite selected parents to attend workshops or one-on-one sessions, based on the collated survey results.

### Parents' Support Group

Our school would like to support parents in the holistic development of their children and equip them with knowledge and skills to help in parent-child bonding and student well-being. We hope to achieve this through engaging our parents in parenting talks, parent-child bonding sessions and volunteering opportunities. Parents can register for the talks or events via the Google link provided below:

<https://tinyurl.com/PSG-CPS>



## Cedar Primary School Calendar of Events

### Term 1 Calendar of Events

<b>Date/Day</b>	<b>Activities</b>	<b>Remarks</b>
<b>7 Jan</b> Monday	Temperature Taking Exercise	Students to bring their own thermometers.
<b>9-11 Jan</b> Wed- Fri	CCA Option Exercise	For all students.
<b>14 Jan</b> Monday	Commencement of P6 Supplementary Lessons	Teachers will issue lesson details and consent forms.
<b>21 Jan</b> Monday	Commencement of P2-P5 Remedial Lessons	Teachers will issue lesson details and consent forms.
<b>21 Jan</b> Monday	Commencement of CCAs	Teachers will issue details and consent forms.
<b>28 Jan-1 Feb</b> Monday- Friday	Cyberwellness Week	For all students during curriculum hours
<b>4 Feb</b> Monday	Chinese New Year Celebrations	7.40am to 10.00am Refer to paragraph above
<b>5-6 Feb</b> Monday-Friday	Chinese New Year Holiday	Public Holiday
<b>7 Feb- 15 March</b>	School Health Visit	Details will be provided at a later date.
<b>15 Feb</b> Friday	Commemoration of Total Defence Day	For all students during curriculum hours
<b>22 Feb</b> Friday	Parent-Teacher Meeting	Details will be provided at a later date
<b>4 Mar</b> Monday	P6 CA: English Language P3-P5 Weighted Assessment: English Language	During curriculum hours
<b>5 Mar</b> Tuesday	P6 CA: Mathematics P3-P5 Weighted Assessment: Mathematics	<b>P3 to P6 Supplementary/Remedial classes and CCAs for P6 students</b> will be suspended from 4 Mar to 8 Mar
<b>6 Mar</b> Wednesday	P6 CA: Mother Tongue P3-P5 Weighted Assessment : Mother Tongue	
<b>7 Mar</b> Thursday	P6 CA: Science P3-P5 Weighted Assessment: Science	
<b>8 Mar</b> Friday	P6 CA: Higher Mother Tongue P3-P5 Weighted Assessment: Higher Mother Tongue	
<b>16-24 Mar</b> Saturday-Sunday	Term 1 School Holidays	
<b>21-22 Mar</b> Thursday-Friday	P6 Supplementary Classes (8 am – 12.30 pm)	
<b>25 Mar</b> Monday	Term 2 Begins	