



Z H A N G D E P R I M A R Y S C H O O L

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4 January 2017

OPEN LETTER

January 2017

Dear Parents / Guardians,

A blessed New Year to you! To parents of our 2017 Primary 1 cohort, a special welcome to all of you. We trust that you will soon enjoy the warmth of the extended Zhangde family as we work hand-in-hand to help realise the potential and aspirations of Zhangderens. We believe that in this process of nurturing the young minds, both parents and teachers play critical roles. Allow me to first thank you for your partnership in this learning journey for our Students.

1) Monthly Open Letter

Since January 2013, a monthly Open Letter has been written to all parents. We are encouraged by the many positive responses gathered at the yearly survey for parents. Thus, I look forward to communicating with you through the monthly Open Letters. The letters will also be posted on our school website for your easy reference.

2) Home – School Partnership

I believe strongly in home-school partnership. We share similar dreams and hopes for our Students. In the Zhangde Aspiration that the Students recite every Monday, *they all pledge to strive to be educated persons willing always to give and do their best. They learn to love and respect themselves and in so doing, learn to love and respect their teachers, their school and our nation.* They can therefore accomplish much if we provide them with a conducive learning environment both in school and at home.

In order to do so, open communication between home and school is key. Do feel free to get in touch with us if you have any concern, query, feedback or even suggestion for improvement. You can call the school's general line at 62740357 and leave a message with our office staff or email us at zhangde_ps@moe.edu.sg. As this email address is the school's generic email address, do indicate clearly who we should forward the email to. I look forward to hearing from you!

3) Best Wishes

We would like to take this opportunity to show our appreciation to the following teachers who have joined various schools and MOE HQ wef 3 January 2017:

<i>Name of Teacher / AED</i>	<i>HQ / School Transferred to</i>
Mdm Manuel Rose Delema	English Language & Literature Branch, CPPD, MOE HQ
Mr Zahrul B Zaiden	Meridian Primary School
Mdm Noor Sayyidah Binte Mohammad	Jurong West Primary School

The school would like to wish them the very best in their new postings!

We would also like to thank Mrs Rajamuni Rajaratnam, Miss Wong Kwai Chor and Miss Sharina Roslan (Library Assistant) who have left the school at the end of their contract. We would like to express our heartfelt thanks and wish them the very best in all their future undertakings

4) *Welcome to the Zhangde Family*

We are delighted to welcome the following staff who have joined the Zhangde family and wish them many fulfilling years with the school:

<i>Name of Teacher</i>	<i>Designation / Teaching Subjects</i>
Ms Tan Hui Ping Joyce	Head of Department / English Language
Mr Mohd Nor B Mohd Hussain	Head of Department / Student Management
Mr Mohd Shaan Bin Mohd Shafie	English Language & Social Studies
Mr Sim Chin San, David	English Language & Mathematics

5) *New Appointments in 2017*

We are pleased to announce the following new appointments and re-designations that have taken effect from 1st January 2017:

Re-designation

- Mdm Samantha Chung Zhao Li will take on the portfolio of School Staff Developer.
- Miss Lim Pei Shy, Josephine will take on the portfolio of Level Head / English Language.
- Mr Thilak s/o Divenaran will take on the portfolio of Assistant Year Head (Middle Primary).

New Appointments

- Ms Goh Kim Lian Margaret has been officially appointed Senior Teacher / Educational Support.
- Ms Tan Gui Liu has been officially appointed Assistant Year Head (Lower Primary).
- Ms Tan Wei Ling has been officially appointed Level Head / Science.
- Ms Lee Peiling has been officially appointed Level Head / Mathematics.

6) *Focus of 2017*

In 2017, we continue to leverage on our strategic thrusts to realize our new school vision.

SCHOOL VISION

A Learning School With A GIVER³S Heart

SCHOOL MISSION

To nurture thinking individuals and gracious citizens

SCHOOL MOTTO

Zeal, Progress & Success

STRATEGIC THRUSTS

- Strategic Thrust 1 Achieving Academic Excellence
- Strategic Thrust 2 Developing Character and Active Citizenry
- Strategic Thrust 3 Building Quality Staff
- Strategic Thrust 4 Forging Partnerships

We continue in 2017 our efforts to emphasise the importance of Character and Citizenship Education (CCE). Our GIVER³S values of *Graciousness, Integrity, Versatility, Empathy, Responsibility, Respect, Resilience and Sincerity* continue to anchor our CCE curriculum in the school.

7) *Recent Achievements*

PSLE Results

We want to congratulate our P6 Students who have done well. 93.3% of our Students qualified for secondary education and the school saw significant improvements in the performance of most subjects. We wish our graduands all the best and continued success in their secondary schools!

Important Announcements...

8) *School Matters – 2017*

The new academic year has started on Tuesday, 3rd January and we are functioning as a single-session school. All Students will report to the school hall in the morning at 7.30 a.m. sharp daily. We seek the cooperation of all parents to help us to instil in our Students the value of punctuality. The school hours will be from 7.30 a.m. to 1.45 p.m. from Monday to Friday. The general office will close at 6 p.m. daily while the school gate will be locked at 7 p.m. to cater to the needs of Students who attend the student care till 6.30 p.m.

The recess timings are as follows:

Level	Monday to Friday
P1 & P4	9.45 a.m. – 10.15 a.m.
P2 & P5	10.15 a.m. – 10.45 a.m.
P3 & P6	10.45 a.m. – 11.15 a.m.

9) *Snack Break in 2017 (starting Monday, 9th January)*

To promote the well-being of our students and allow students to enjoy the cognitive, socio-emotional and physical benefits of being able to eat regularly during formal curriculum time, as well as to ensure that students taking school bus or public transport, who may take time to reach home do not go hungry for an extended period of time, a 10-minute snack break will be introduced during the formal curriculum time to allow students to eat regularly from 2017. Students are advised to bring a snack to school daily as they will not be allowed to buy snacks from the canteen during the snack break.

Simple snack items to be brought for the snack break should be in line with the Healthy Meals in Schools Programme:

- Recommended simple snack items include bread, biscuits, muffins, cereal bars, dried cereal without milk, fresh/dried fruits and plain water
- Unhealthy snack items such as ice-cream, chocolate, sweets, chips and sweet drinks are **NOT allowed**.

To ensure hygiene and cleanliness in classes, students will empty the snack wrappers and waste at the waste paper baskets provided in the classrooms.

10) *Safety and Security*

As part of the school's efforts to maintain a safe environment for all our Students, MOE has provided schools with 2 NSRS trained security guards since May 2005. During school hours, for parents or guardians who wish to come to school during curriculum time, you would need to report to the security post for signing in and collect both a visitor's pass and a sticker for identification. You would then need to go to the reception counter at the general office where our receptionist will assist you. Parent volunteers coming into the school will also need to put on their tags. We seek your co-operation to put on these passes at all times when you are in the school and to return them at the security counter upon leaving the school.

11) School Carpark

We would also like to seek the cooperation of all parents to exercise courtesy and consideration by not holding up traffic especially during peak hours. The school carpark is reserved for the use of the school staff and school buses. On Fridays, in particular, we do have instructors and coaches who come to the school to conduct our CCA with the Students and they need the car park lots. Visitors and parents on official business may park their vehicles at the vacant carpark lots. Parents waiting to fetch their children home are advised to park their cars at the nearby HDB carparks.

For parents and guardians who have prepared packed lunches for their children during the afternoons when they have after-school activities, do take note that your children will collect their lunches from you at the area in front of the Heritage Corner.

No parents and guardians are allowed into the school during curriculum time and lunchtime.

All these measures are taken to ensure that we do not compromise on the safety of our children. We seek your fullest cooperation on this.

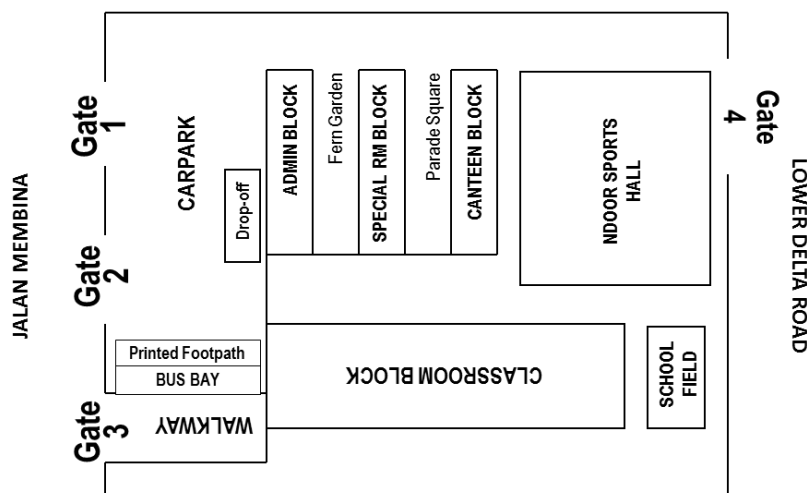
12) Opening Hours of School Gates

Gate 1 (Main gate beside bin centre)	6.30 a.m. – 7.45 a.m.
Gate 2 (Main gate near foyer)	6.30 a.m. – 1.00 p.m. 2.00 p.m. – 7.00 p.m.
Gate 3 (Side gate for pedestrians)	6.30 a.m. – 7.30 a.m. 1.30 p.m. – 2.15 p.m. 3.30 p.m. – 4.45 p.m.
Gate 4 (Rear gate along Lower Delta Road)	6.45 a.m. – 7.30 a.m. 1.30 p.m. – 2.15 p.m.

Please advise your child where exactly you will be fetching him/her from daily.

On rainy days, school buses will have the priority to park at the porch area. Drivers are advised to drive into the school only after the buses have left.

Gates 1 and 2 are for vehicles ONLY. Students and parents walking to school are advised to enter the school through Gate 3 for safety reasons. Beyond the stipulated gates opening hours, students and parents are advised to follow the printed footpath along the bus bay to exit from Gate 2.



Drawing reference to the media advisory released by NEA on 19 November 2014, to safeguard the public health for our Students and our staff, parents are reminded to switch off your engines while waiting to pick your children from the school.

13) Safety of your child at School Zone

As you approach the school along Jalan Membina, you would have noticed the red-textured surface and “SCHOOL” markings on the road outside our school. There are also traffic lights installed just outside the school. These road safety measures are part of the School Zone Scheme implemented by the Land Transport Authority (LTA) to improve road safety for all primary schools. This scheme highlights to motorists that they are approaching a primary school and should therefore take extra care, slow down, and be alert to look out for school children crossing the road. As you may encounter heavy traffic during school days especially between 7.15 am to 7.30 am as well as during dismissal times in the afternoon, we seek your understanding to exercise patience when you bring or fetch your child to and from school.

If you drive your child to school, please drop off your child and allow him / her to walk towards the school lobby by himself / herself so as not to hold up the traffic at the drop off point. Do avoid parking in the school as they are reserved for our staff only.

If you walk your child to school, please set a good example by crossing the road at the traffic lights located outside the school and enter via Gate 3.

LTA has implemented the road safety measures to safeguard the safety of school children. However, it requires your cooperation to make them work effectively. The public road is a shared space for all road users; let us be more gracious and considerate the next time we are in a school zone. If you require more information on the School Zone Scheme, you can call the LTA at 1800-2255 582 or visit the One.Motoring website at www.onemotoring.com.sg.

14) 2017 After-School Activities Structure

To keep you informed of the after-school activities of your child, please refer to Annex 2 for the 2017 After-School Activities Structure. For all school-organised activities that are conducted beyond school hours or out of school, your child will be given a Consent form to be signed by you and returned before the start of any school activity. Likewise, you will also be informed through a Cancellation form should any school event or activity be cancelled.

15) Whole School Approach to Reading

To promote a reading culture among our Students, they are to bring an English and a MT story book daily where they will spend the pre-assembly timeslot from 7.30 a.m. – 7.40 a.m. reading. In addition, there will be designated library periods during curriculum time. The school is collaborating with Bukit Merah Community Library on mounting various library activities in the school. We do seek your assistance in helping to inculcate the reading habit early in your child.

16) Health Matters

A child’s learning is a process of acquisition of skills and knowledge. In order for our Students to gain confidence in their literacy, numeracy and scientific literacy, their presence at all lessons is of utmost importance. Thus, we seek your help in ensuring that your child is punctual for class and attends school regularly.

If your child is not feeling well, please bring him/her to see a doctor and only allow your child to return to school when he/she is feeling better. Please support your child’s absence with either a medical certificate from a doctor or a letter of excuse from you.

If your child is down with chicken pox, H1N1, Hand-Foot-Mouth disease or any contagious diseases, please take your doctor’s advice and let your child rest at home. As these diseases are highly infectious, we require parents to bring their child to see a doctor again to certify that he/she is fit for school before he/she is allowed to return to class. A memo from the doctor will be required. We seek your understanding in this matter as the health of our Students is our concern.

17) Temperature Taking Exercise

The 1st temperature-taking exercise will be conducted on **Friday, 6 January** in the school. As part of the school's preparation for this routine exercise, we will be conducting a pre-exercise check on Oral Digital Thermometers (ODTs) on **Wednesday, 5 January and Thursday, 6 January**. We would like to seek your assistance in ensuring that your child brings his/her personal ODT on the two days mentioned. For students who have lost or misplaced their ODTs, or have unserviceable ODTs, please purchase a replacement ODT available in most of the pharmacies and supermarkets. Alternatively, the ODTs can also be purchased at the school bookshop at \$4.00 each.

18) Basic Student Protection Plan 2017

As part of our dedication to student welfare, we have taken an annual basic student protection plan with AVA Insurance Brokers Pte Ltd to cover all students in the event of any injury incurred during school activities. The period of the policy coverage is from 3rd January to 31st December 2017. Do approach any of our office staff if you need assistance with the following:

- Submitting report to make a claim,
- Type of documents required when making a claim,
- Methods of submitting claims; and
- Amount of the reimbursements related to expenditures incurred.

19) Photographs/Images of Pupil for Informational and Developmental Purposes/ Non-Commercial Use

Photographs or images that include your child/ward may be used in publicity materials, presentations, website or other related materials of the school. It may be in any format such as print, electronic, video, web or other media for documentation, informational and developmental purposes or non-commercial use. Please write to the school if you do not wish the photographs or images that include your child/ward to be used.

20) Student Smart Card for P1 Students

Transit Link Pte Ltd will be making the School Smart Cards of Primary One (1) students in batches and students are expected to receive the card by April 2017.

For your information, children under 7 years old can travel for free on the public transport network with a Child Concession Card (CCD). The CCD will expire on 30th April of the year that the child turns 7years old.

For P1 students who do not have the CCD and require one in the interim, you may wish to apply for a CCD at any Transit Link Ticket Office. You can get more info on the CCD in Transit Link's Website at <https://www.transitlink.com.sg/PSdetail.aspx?ty=art&Id=50>.

21) School Dental Clinic

Our dental therapist is Miss Janelle Foo and she will be at the school's dental clinic on Tuesdays, Thursdays and Fridays starting 3rd January 2017.

For parents who have not yet given the online consent for dental treatment, do look up the HPB website, <https://childconsent.hpb.gov.sg> and assist us so that your child can go for regular dental treatment at the school's dental clinic.

22) Student's Diary 2017

The Student's Diary will be distributed to the Students by Friday, 6th January. As with previous years, students do not need to pay for them. Please go through the information in the Student's Diary with your child. You may use it to communicate with your child's teacher(s).

23) Chinese New Year

This year, Chinese New Year falls on Saturday and Sunday, 28th & 29th January 2017. **Monday and Tuesday, 30th and 31st January** are public holiday and scheduled school holiday in lieu of Chinese New Year respectively. There is **no school** on these days.

The school will be celebrating Chinese New Year on **Friday, 27th January 2017**. **The school will be dismissed at 10 am** on this day.

Upcoming Events in January

24) 1st Meeting of FT / Co-FTs with Parents

There will be a 1st Meeting of FT / Co-FT with parents on **Saturday, 21st January 2016, from 8 a.m. to 10 a.m.** We strongly encourage all parents to attend this session as curriculum matters pertaining to each level will be discussed. Form teachers will also communicate their expectations for the children / wards in terms of character development and academic development. Do block this date on your calendar.

Values of the Term: Responsibility & Respect

*Today I am proud of Zhangde
Tomorrow Zhangde will be proud of me!*

Sharing by Principal, Ms Loh Sing Huay on 3rd January 2017

Calendar of Events for January

Please refer to Annex 1 for the calendar of events for the month of January.

Concluding Remarks...

*~ With the new day comes new strength and new thoughts. ~
Eleanor Roosevelt*

We started focussing on a school value each month since 2013 and will continue focussing on two school values each term in 2017. The Values of the Term will be related to these school values. Students will hear from the teachers and school leaders how the school values are demonstrated in their everyday lives.

For the next five weeks, we seek your assistance to reinforce in our students the value of *Responsibility* at home. With your continued support, we are confident that 2017 will be yet another fulfilling year for your child and the school.

Thank you and have a wonderful month ahead!

Here's wishing each and everyone of you a blessed and fulfilling 2017!

Warmest Regards,
Miss Loh Sing Huay
Principal

Day	Date	Activities	Students Involved	Time
Mon	02-Jan	Public Holiday in lieu of New Year's Day		
Tue	03-Jan	P1 - P6 Orientation	All staff & students	Curriculum Time
Wed	04-Jan	Checking of ODTs	All students	Curriculum Time
		P1 - P5 Orientation	P1 - P5 students	Curriculum Time
		P6 Sexuality Education Lesson 1	All P6 students	Curriculum Time
		FMS: Transition Talk for P1 Parents (EL)	P1 Parents	10.30am - 12.30pm
Thu	05-Jan	Checking of ODTs	All students	Curriculum Time
		P1 - P5 Orientation	P1 - P5 students	Curriculum Time
		P6 Sexuality Education Lesson 2	All P6 students	Curriculum Time
		Briefing for students taking school bus	P1 - P6 students	Curriculum Time
Fri	06-Jan	Temperature Taking Exercise 1	All staff	Curriculum Time
		P6 Sexuality Education Lesson 3	All P6 students	Curriculum Time
		Briefing for Parents on P3 SDR	Parents of selected P3 students	7pm - 8pm
Sat	07-Jan	BB Parade 1	BB Boys	7.30am - 9.30am
Mon	09-Jan	P4 SDR / Subject Remedial Lesson	P4 SDR students	2.15pm - 3.45pm
		P5 FMA	P5 students taking FMA	2.15pm - 3.15pm
		P6 HMT	P6 students taking HMT	2.15pm - 3.15pm
Tue	10-Jan	P4 SDR / Subject Remedial Lesson	P4 SDR students	2.15pm - 3.45pm
		P5 HMT	P5 students taking HMT	2.15pm - 3.15pm
		P6 FMA	P6 students taking FMA	2.15pm - 3.15pm
Thu	12-Jan	P3 SwimSafer Lesson 1 (Group 1)	P3G, 3I & 3E students	2.15pm - 4.15pm
		P4 SDR / Subject Remedial Lesson	P4 SDR students	2.15pm - 3.45pm
		P5 Science Workshop - Seed Dispersal	P5Ry students	12.45pm - 5pm
Fri	13-Jan	P3 SwimSafer Lesson 1 (Group 2)	P3V, 3Ry & 3S students	2.15pm - 4.15pm
Sat	14-Jan	BB Parade 2	BB Boys	7.30am - 9.30am
Mon	16-Jan	P4 SDR / Subject Remedial Lesson	P4 SDR students	2.15pm - 3.45pm
		P5 FMA	P5 students taking FMA	2.15pm - 3.15pm
		P6 HMT	P6 students taking HMT	2.15pm - 3.15pm
Tue	17-Jan	P3 Science Workshop: Fun with Animals	P3G students	8.45am - 11.45am
		P4 SDR / Subject Remedial Lesson	P4 SDR students	2.15pm - 3.45pm
		P5 HMT	P5 students taking HMT	2.15pm - 3.15pm
		P6 FMA	P6 students taking FMA	2.15pm - 3.15pm
Wed	18-Jan	P3 Conversational Chinese Prog (Beginner) 1	P3 students who signed up	2.15pm - 4.15pm
		P3 Conversational Malay Prog (Beginner) 1	P3 students who signed up	2.15pm - 4.15pm
Thu	19-Jan	P3 Science Workshop: Fun with Animals	P3I students	Curriculum Time
		P3 SwimSafer Lesson 2 (Group 1)	P3G, 3I & 3E students	2.15pm - 4.15pm
		P4 SDR / Subject Remedial Lesson	P4 SDR students	2.15pm - 3.45pm
		P5 Science Workshop - Seed Dispersal	P5E students	12.45pm - 4.45pm
Fri	20-Jan	P3 SwimSafer Lesson 2 (Group 2)	P3V, 3Ry & 3S students	2.15pm - 4.15pm
Sat	21-Jan	1st Meet-the-Parents Session	Parents of all students	8am - 10am
Mon	23-Jan	P4 SDR / Subject Remedial Lesson	P4 SDR students	2.15pm - 3.45pm
		P5 FMA	P5 students taking FMA	2.15pm - 3.15pm
		P6 HMT	P6 students taking HMT	2.15pm - 3.15pm
Tue	24-Jan	P3 Science Workshop: Fun with Animals	P3V students	Curriculum Time
		P4 SDR / Subject Remedial Lesson	P4 SDR students	2.15pm - 3.45pm
		P5 HMT	P5 students taking HMT	2.15pm - 3.15pm
		P6 FMA	P6 students taking FMA	2.15pm - 3.15pm
Wed	25-Jan	P3 Conversational Chinese Prog (Beginner) 2	P3 students who signed up	2.15pm - 4.15pm
		P3 Conversational Malay Prog (Beginner) 2	P3 students who signed up	2.15pm - 4.15pm

Day	Date	Activities	Students Involved	Time
Thu	26-Jan	P3 Science Workshop: Fun with Animals	P3E students	Curriculum Time
		P4 SDR / Subject Remedial Lesson	P4 SDR students	2.15pm - 3.45pm
		P5 Science Workshop - Seed Dispersal	P5V students	12.45pm - 5pm
Fri	27-Jan	Chinese New Year Celebrations [All students will be dismissed at 10 am.]		
Sat	28-Jan	<i>Public Holiday: Chinese New Year</i>		
Sun	29-Jan	<i>Public Holiday: Chinese New Year</i>		
Mon	30-Jan	<i>Public Holiday in lieu of Chinese New Year</i>		
Tue	31-Jan	<i>Scheduled School Holiday in lieu of Chinese New Year</i>		

Information is updated and correct at the time of printing.

Legend:

G – Graciousness

V – Versatility

Rt – Respect

Re – Resilience

I – Integrity

E – Empathy

Ry – Responsibility

S – Sincerity

ZHANGDE PRIMARY SCHOOL
2017 After-School Activities Structure (Term 1)

Day	Activity / Programme
Mondays	P2 Remediation Programme P3 School-based Dyslexia Remediation (SDR) P4 School-based Dyslexia Remediation (SDR) P4 Remediation Programme P5 Curriculum – Foundation Mathematics (FMA) P6 Curriculum – Higher Mother Tongue (HMT) P6 After-School Lessons Selected CCA Extra Practices
Tuesdays	P2 Remediation Programme P3 School-based Dyslexia Remediation (SDR) P4 School-based Dyslexia Remediation (SDR) P4 Remediation Programme P5 Curriculum – Higher Mother Tongue (HMT) P6 Curriculum – Foundation Mathematics (FMA) P6 After-School Lessons Selected CCA Extra Practices
Wednesdays	P3 Conversation Chinese and Malay (CCM) Programme Selected CCA Extra Practices
Thursdays	P3 School-based Dyslexia Remediation (SDR) P3 Optional Enrichment Programme P4 School-based Dyslexia Remediation (SDR) P4 Remediation Programme P5 Information Communication Technology (ICT) Programme P5 Optional Enrichment Programme P6 Optional Enrichment / Remediation Programme Selected CCA Extra Practices
Fridays	P3 Optional Enrichment Programme P5 Information Communication Technology (ICT) Programme P5 Optional Enrichment Programme P6 Optional Enrichment Programme Selected CCA Extra Practices

***Legend**

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|----------------------------------|--------------------------------------|
| 1. EL – English Language | 5. FEL – Foundation English Language |
| 2. MA – Mathematics | 6. FMA – Foundation Mathematics |
| 3. MTL – Mother Tongue Languages | 7. SC – Science |
| 4. HMT – Higher Mother Tongue | |