



EVERGREEN PRIMARY SCHOOL

31 WOODLANDS CIRCLE SINGAPORE 738908. TEL.: 6368 7705 FAX: 6368 8084

Notification No: 018

11 January 2018

Dear Parents/Guardians,

Primary 1 Term 1 2018 Level Letter

Happy New Year! On behalf of the level, I would like to welcome the primary one students to Evergreen Primary School. One week of the school has passed and we are pleased that the students are adjusting well in the school. We believe in fostering a strong partnership with the parents as your child embarks on his/her six-year journey in Evergreen Primary School. We really look forward to working hand in hand with you through engaging you on a termly basis the experiences your child/ward will be going through during the year.

Every Student, An Engaged Learner

"We must dare to think 'unthinkable' thoughts.

We must learn to explore all the options and possibilities that confront us in a complex and rapidly changing world. "

(J. William Fulbright)

A young mind full of curiosity is something that dares to explore and discover new things. The love and passion to know more, learn more and discover more is something that has no boundaries. On this note, I would like to introduce to you to the Primary 1 level theme for the year: "Explore". Several programmes and activities have been planned for your child based on this level theme. The objective is to stimulate the exploring nature in your child, starting from self-exploration, in terms of their interests, likes and dislikes and escalate to exploring things around them and in the process to discover more. Hence, the level motto, "Dare to Explore, Discover More".

As a level, we have also identified "Respect" as the key value for Term 1. We would like our students to be respectful, starting from greeting and speaking politely to the teachers and other adults in the school and their friends. We would also like to have your collaboration to ensure that your child shows respect to his/her family members as well. You can also take the opportunity to emphasize how the other person feels when someone is being respectful to him/her and the impact it has.

In our school, we advocate, Think Good, Do Good and Speak Good at all times. Students must respect themselves, their peers, teachers and school property at all times. This is in line with our school motto, Pure in Act.

Birthday Celebrations at School

In view of ensuring that the well-being of all students are taken care of, the school will not allow individual birthday celebrations in class or at the canteen. Some students have food allergies and also specific dietary requirements and hence such celebrations do pose a safety problem for our students. We also do not want to promote a class divide by giving out goodie bags and gifts as not all families can afford such practices. To cultivate a culture of simplicity and appreciation, students' birthdays will be marked through simple and meaningful practices in the class. As such, the teachers will guide the students in singing a birthday song with the class for the students celebrating their birthdays for that month, to acknowledge the students' birthdays and for their friends to be given the opportunity to wish them well. Your understanding and kind cooperation is much appreciated.

Multi-Modal Programme (MMP)

Our students will also be engaged in the school's Multi-Modal Programme in Term 1. The level's MMP module for Term 1 is IJ + I = WE, which centres on Self-Management and Social Skills. It is a customised package designed by the level to help your child develop the 21st Century Competencies. Students will learn skills to build friendships, manage their behavior, take up responsibility, make better decisions, understand social rules as well as communication and listening skills. We hope that you can discuss with your child regarding what they have learnt at the end of each lesson so that they can display or use the skills learn at home too. This will help to develop the skills better with more usage. Please refer to the tentative schedule shown in the table below.

Term 1 (8wk)									
1	2	3	4	5	6	7	8	9	10
Orientation									6/3 Consolidation
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	

Do refer to the principal's letter for more information with regard to MMP.

Next, I would like to share an article on the importance of exploration. Do visit <http://www.yourcommonwealth.org/social-development/culture/taking-the-voyage-towardself-discovery/> if you would like to read the full article.

Taking The Vovage Toward Self-Discovery

Looking at the story of Dorothy's travels in the Land of Oz, Lyn-Marie Blackman, a Commonwealth Correspondent alumni from Barbados, reflects on the path youth take in discovering their own capabilities.

Living on planet Earth can present many challenges for its inhabitants, and with those challenges oftentimes comes a period of evolution. When one is going through this evolutionary stage, one prominent theme runs through it all: self-discovery.

Movies and books serve various purposes, which can be packaged as mere entertainment, research or as a form of education. One of the all-time movies and book that carries a strong message showered with self-discovery is "The Wonderful Wizard of Oz". In the story we see young Dorothy searching for a way to get back home to Kansas after being transported by a cyclone, along with her dog Toto, to a strange new world of Munchkin Country in the Land of Oz.

Dorothy's desire was to get back home, but she was embarking on a path of self-discovery that was going to be beautiful. She met Scarecrow who fancied having a brain, the Tin Woodman who expressed the need for a heart and the Cowardly Lion who needed courage. After meeting her new friends; Dorothy et al set off along the Yellow Brick Road to the Emerald City, where the Wizard was going to make their desires realities.

However, the viewer of the movie or the reader of the book would have noticed that as the four friends and Toto were journeying through the Land of Oz, they already possessed the qualities they thought they needed. The obstacles that appeared showed that Dorothy had the ability to send herself back to Kansas, Scarecrow already had a brain, the Tin Woodman had a heart and the Lion was very courageous.

Sometimes young people can overlook the power that lies within them. Many watch and wait for that special event to happen, or for someone to highlight their talent and skills. Many of our youth are embarking on college, university, new business and job ventures where a sense of being lost may be evident. However, I implore the youth, like Dorothy, to look at the gifts and tools you have been given. Use them to find home; your place of growth and transformation. Dorothy had on the silver shoes which, if she knew at the time what those shoes were symbolic of, would have found home already. But the self-discovery journey aided her in becoming better for the future.

The self-discovery phase is crucial to one's development. Questions such as: 'Who am I?' 'Where am I going?' and 'What gift have I been given that can transform the world in which I live?' should be asked — and by the end of the self-discovery phase should be answered.

Dorothy and her friends made that self-discovery journey and in the end they received their just rewards. The obstacle of a cyclone that occurred on Dorothy's farm caused her to be far away and out of her comfort zone of Kansas, but she was able to influence her three new friends to abandon their mundane way of living and to join her on the path of self-discovery.

We all have instruments around us, whether they reside in our hearts, mind or respective environments. If only we would engage them and explore their relevance to our life's journey, fewer misguided steps will ensue.

Every Parent, A Supportive Partner

Building on Trust, Partnering as One

Bringing up a child is like a voyage, and as a parent, you are the key navigator of your child's growth. His development is set primarily at home and in school. When these two environments are attuned to each other, your child benefits the most. A number of studies have connected home-school collaboration to better learning, healthy self-esteem, more positive attitudes and behaviour in life. Therefore, we need your involvement in your child's education journey. It is important that we work hand-in-hand to help maximise your child's potential in life.

To better our working relationship with each other, let's observe the following principles:

Trust is the foundation
Remember the child
Understand our shared responsibilities
Seek common ground
Together we work towards common goals



Home • School . community

How can you be involved?

You can help by:

- Reinforcing good thinking habits with your child at home
- Providing a conducive learning environment at home for your child
- Setting learning goals with your child
- Monitoring and checking your child's work daily
- Working closely with the teachers
- Affirming and encouraging your child regularly
- Being part of the Parents' Support Group as a Parent Volunteer
*PSG sign-up is required on a yearly basis as parents' availability changes with time.

Every Teacher. A Caring Educator

At Evergreen Primary, we care. We want the best for our students and we wish to invite you to work hand-in-hand with us for the benefit of your child. The teachers supporting your child this academic year can be found in Annex A. Do feel free to contact or e-mail your child's form teacher should you require any clarifications. You can also contact me (koh_mui_noi@moe.edu.sg) should you have any queries pertaining to the level. The e-mail addresses of the level and mother tongue teachers can also be found in Annex A. The following annexes are attached for your reference.

Annex A: Form Teachers / Subject Teachers Contacts

Annex B: General Information

Annex C: Programmes / Events / Activities for Term 1

We seek your patience in thoroughly reading the contents of the letters. Please keep this letter for future reference. Do contact or email your child's form teacher if you need any clarifications or have any concerns. It is strongly recommended that you call the office at 6368 7705 to make an appointment with your child's teacher should you wish to meet her as teachers will not be able to meet you if they have teaching periods.

Kindly acknowledge the receipt of this letter and return the acknowledgement slip via your child/ward to his/her form teacher by 15 January 2018.

Thank You.



Yours faithfully,

Miss Koh Mui Noi

Primary 1 and 2 Assistant Year Head cc. Mrs Rabia Shahul (P), Mrs Pearlyn Wai (VP)
and Mr Muhamad Nizam Abdullah (VP)

PI Form Teachers | Subject Teachers Contacts

The emails of the level teachers are listed below. You can email the teachers for any clarification, if required.

Class	Form Teacher	Email address	Co-Form Teacher	E-mail address
1 Care	Mdm Ponmalar	ponmalar_supramania@moe.edu.sg	Mdm Wei Lin	wei.lin@moe.edu.sg
			Mdm Lim Seow Yin	lim_seow_yin@moe.edu.sg
1 Charity	Miss Khairunnisa	khairunnisa.azman@moe.edu.sg	Mdm Chong Shu Bao	chong_shu_bao@moe.edu.sg
			Mrs Sheryl Ng	soh_wei_chyi@moe.edu.sg
1 Faith	Miss Koh Mui Noi	koh_mui_noi@moe.edu.sg	Mr Lim Tian Swee	lim_tian_swee@moe.edu.sg
1 Grace	Miss Cory Chung Gui	cory_chung_gui_hua@moe.edu.sg	Mr Qamarul	qamarul_azhar_ahmad_kamil@moe.edu.sg
1 Hope	Mdm Ling Yun Chin	ling_yun_chin@moe.edu.sg	Mdm Fatimah Bte Ahmah	fatimah_ahmad@moe.edu.sg
1 Joy	Mrs Loo Ee Lin	lim_ee_lin_a@moe.edu.sg	Miss Ang Ping Jun	ang_ping_jun@moe.edu.sg
1 Love	Mrs Eddie	geetha_vanimogan@moe.edu.sg	Miss Jessica T'san Si'En	jessica_tsang_sien@moe.edu.sg
Learning Support for English	Mrs Sheryl Ng	soh_wei_chyi@moe.edu.sg		
Learning Support for Maths I-SM	Mdm Lim Seow Yin	lim_seow_yin@moe.edu.sg		
Classroom	Mother Tongue I Teacher	Email		
1 Care	Chinese/ Mdm Wei Lin	wei.lin@moe.edu.sg		
1 Charity	Chinese/ Mdm Chong Shu Bao	chong_shu_bao@moe.edu.sg		

1 Faith	Chinese/ Mr Lim Tian Swee	lim_tian_swee@moe.edu.sg
1 Grace	Malay/ Mr Qamarul	qamarul_azhar_ahmad_kamil@moe.edu.sg
1 Hope	Malay/ Mdm Fatimah	fatimah_ahmad@moe.edu.sg
1 Joy	Chinese/ Miss Ang Ping Jun	ang_ping_jun@moe.edu.sg
1 Love	Malay/ Mdm Elyyah	elyyah_kamsin@moe.edu.sg
Room next to 2 Love	Tamil/ Mdm Thilagah	thilagah_doraisamy@moe.edu.sg

(Annex B)

Primary 1 (General Information)

General Information	Remarks
1 4Ps (Present, Purpose, Passion & Perform)	<p>As a school, we would like to reiterate the Code of Conduct for our students for the academic year. The code of conduct is categorised according to the 4Ps: Present, Purpose, Passion and Perform. You can refer to the Student Diary 2018 (Pg12-15) for details on the school's expectations in these 4 areas</p> <p>Please note that students should arrive in school by 7.20 am to enable them to settle down. <u>Students who arrive after the 7.30 am will be considered late.</u> Please make the necessary transport and child care arrangements to ensure your child is punctual for school.</p>
2. Absence from school	<p>We would like to appeal to you not to take your child out from school during term time so as to ensure that he/she is fully engaged in learning.</p> <p>If your child is absent from school during curriculum time because of medical or other valid reasons, please provide a <u>medical certificate</u> or a <u>letter</u> signed by parents explaining the reason for his/her absence from school. If your child misses any examination / assessment, a valid medical certificate has to be submitted. Medical certificate from Traditional Chinese Medical clinics will not be accepted. A zero grade will be given if a medical certificate is not submitted upon returning to school. The school will not have a make-up or reschedule the dates of Written and Listening Comprehension examinations / assessments.</p> <p>Do refer to Student Diary 2018 (Pg 10) for more information on this.</p>

3. Mode of Communication	The Student Diary, e-mail and remind apps will be used as the mode of communication between teachers and parents. Please make an appointment with the teacher if you would like to meet him / her personally. Please note that teachers are not obliged to share their personal numbers. (Meeting of teachers is strictly by appointment only and during the teacher's free periods or after school.)
4. Homework Policy	All homework will be recorded by students in their Student Diary. We would also like to seek your help to monitor your child's homework so that he/she has consistent practice and is able to manage time effectively.

General Information	Remarks
5. PI Smart Card	In preparation of the issue of the primary one Smart Card, the Ministry of Education (MOE) will be conducting an annual photo-taking session for the primary one students. Details of the session will be given at a later date.
6. Parents Engagement Session	You are strongly encouraged to attend the session which will be held on 26 January 2018, from 7.30 a.m. to 9.00 a.m. as we will be sharing the students' one-month experience as well as important information pertaining to the class/level. You will also have the opportunity to meet the respective Form teachers to find out more about how your child is coping in the school. Expectations and procedures will also be shared.
7. Whole-School Approach Reading Programme and Speak Internationally Acceptable English (IAE)	Students are to read age-appropriate English storybooks and to speak in Internationally Acceptable English at ALL times to enhance their proficiency in English (except during MT periods). Please ensure that your child brings an age-appropriate English storybook to school every day.
8. Assessments	The school uses varied modes of assessments to assess students appropriately for follow-up actions. PI students will only have Holistic Assessments (HA). The Assessment Plan, which will be given out later, will have more details.

9. Snack Break	As part of making sure that we always provide an environment that is conducive to learning, our school will implement "Snack Break" for our students. As dismissal is now at 1.45p.m., students will be able to have small bites and rest during this 15-min break. Students are encouraged to have healthy snacks during this break. This will take place daily from Monday to Friday at 12noon. Do note that students will <u>not be allowed</u> to go to the canteen during Snack Break.
10. Increase in Food Pricing	<p>Due to increasing operating costs, this year, some of the canteen vendors have revised the pricing of their food. A student's main food set will include a portion of rice/noodles, served with vegetables and fruits. This is in accordance with HPB's guidelines on the 'Healthy Meals in Schools Programme' (HMSP). The portions are also more than before. The pricing for such sets have been pegged at \$1.20. Otherwise, the general increase is by 10 cents for some ala carte items on the menu.</p> <p>We would like to assure you that all request of price increase by the vendors have been subjected to the school's closed comparisons with previous years' pricing and have been moderated accordingly. Thus, we seek your kind understanding in the matter.</p>

General Information	Remarks
9. Weekly Spelling Exercise	Your child will have his / her weekly Mother Tongue and English spelling exercises on Tuesdays and Thursdays respectively, starting from Week 3. If a public holiday falls on the spelling days, the spelling exercise will be held on the next school day.

<p>10. Learning through computer applications</p>	<p>The students will be using Mconline and other ICT tools in the learning process. These tools serve as platforms for students to access information posted by their teachers, share their knowledge with their peers, as well as to engage in collaborative work with their group members. We strongly encourage all parents to allow their children to log onto the computer to access these tools so as to supplement their learning from Term 2 onwards.</p> <div style="border: 1px solid black; padding: 10px; margin-top: 10px;"> <p>To access the portal, do log in to www.mconline.sg</p> <p>Your child has been provided with the LOGIN ID, PASSWORD and SCHOOL CODE.</p> <p>For queries, please email your child's form teacher.</p> </div>
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(Annex C)

Primary 1 (Programmes | Events | Activities) — Term 1

No.	Programme Event Activity	Date Duration	Remarks
1.	Total Defence Day Activities	2, 9 and 23 February	School as per normal
2.	CNY Celebration (Eve)	15 February	School hours: 7.30 a.m. to 9.30 a.m.
3.	Chinese New Year Holiday	16 to 19 February	School Closed

Acknowledgement Slip
Primary 1 Level Letter for Term One 2018




I have noted the contents of this letter.

Name of Child / Ward:

Class: P I (

Name of Parent / Guardian:

E-mail Address:

 Parents' Support Group  rtG ou PSG Sigrivu¥ 
Please tick (4) the appropriate box. (Sign-up is required on a yearly basis)
<p>I am able to help out as a parent volunteer.</p> <p>Availability (please tick):</p> <p><input type="checkbox"/> I am available between 7.30 a.m. and 1.45 p.m. on _____</p> <p><input type="checkbox"/> (day/s). I am available after school hours from 1.45 p.m. to 5.00 p.m. on</p> <p><input type="checkbox"/> _____ (day/s).</p> <p><input type="checkbox"/> I am a working parent (need to take leave).</p> <p>I am available between 8.00 a.m. and 9.30 a.m. to help out during TGIF on Fridays.</p>
<p>I am unable to help out as a parent volunteer.</p>

Signature of Parent / Guardian

Date