



世界红卍字会新加坡总主会主办

THE WORLD RED SWASTIKA SOCIETY  
(SINGAPORE ADMINISTRATION CENTRE)

慈学校 **RED SWASTIKA SCHOOL**

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14 November 2018

Dear Parents/Guardians,

We have come to the end of Term 4 2018. It has been busy yet a fulfilling one as we sought to provide many learning experiences that would be engaging and meaningful for our students. As this is my last letter to you, I would like to take this opportunity to thank each one of you for your continuous support in partnering with the school to develop your children/wards holistically. You have played a key role in ensuring the learning experiences provided are successful for our students. I am indeed thankful for the privilege to serve at RSS and to support the students in their holistic development. I wish parents and students in the pink of health always and the very best in all future endeavours.

As we approach the November/December holidays and into 2019, please take note of the following information:

- 1. New Principal of RSS**  
Ms Jessie Lim, Principal of East Coast Primary School, will take over as Principal of RSS with effect 15 December 2018. We warmly welcome her to the RSS family and believe that the school will continue to grow under her leadership.
- 2. Updates on Primary Education Review and Implementation (PERI) Upgrading**  
We are pleased to inform you that more Additions and Alterations (AA) Works to the existing building have been completed in Semester 2. These include newly refurbished Learning Behavioural Support Room, Pastoral Care Room and School Counselling Room at level 1. The new lift works near the Admin Block have also begun since July. As we move into the third phase of our PERI upgrading into 2019, we would expect the remaining field and basketball court to be cordoned off for the construction work to be carried out. More information will be provided when school reopens in 2019. We will continue to safeguard the safety and security of our staff, students as well as all other school users.
- 3. New Visitor Registration System**  
The school continually seeks to ensure a safe and secure environment for staff and students. As such, a new visitor registration system has been put in place to screen visitors coming into the school premises. All visitors including parents/guardians will need to key their names and hand phone numbers onto a tablet at Gate 4/5 where a One-Time Password (OTP) number will be generated. A label will be printed out as an identification. Except for visitors who are heading to the bookshop, all other visitors are to proceed to the General Office (GO) thereafter. Before leaving the school, visitors will need to scan the label at Gate 4/5 to sign out. We urge all parents/guardians to assist us in the smooth and effective use of the system.
- 4. Green Awards 2018**  
We are happy to announce that RSS has attained the Certificate of Excellence for the Green Schools @ South East Award. The Award is given to schools for their efforts in reaching out to their students and the community on environmental issues and for attaining the Certificate of Merit for three consecutive years. Another green award achieved is the Singapore Kopsia Award in the SEC-StarHub School Green Awards (SGA) 2018 administered by the Singapore Environment Council (SEC). The school will continue its efforts to sustain a green environment.

5. **MOE Edusave Awards**

MOE Edusave Awards are given by the government annually to Singapore students to enhance educational opportunities and motivate students to excel in academic and non-academic areas.

Please refer to the MOE website <https://www.moe.gov.sg/education/edusave> for more details on 2018 Edusave Awards.

From 2019, with the removal of all weighted assessments at P1 and P2, MOE will adjust the academic criteria for awarding the Edusave Merit Bursary (EMB) to P1 and P2 students and Edusave Good Progress Award (GPA) to P2 and P3 students. The selection of the EMB and GPA at these levels will no longer be based on academic scores. Instead, the eligibility criteria for P1 and P2 EMB and P2 and P3 GPA will be adjusted to recognise positive learning orientations such as diligence, curiosity, collaboration and enthusiasm in daily lessons and learning activities. More information will be share with parents/guardians later in 2019.

6. **2019 Direct School Admission for Secondary Schools (DSA-Sec)**

DSA-Sec admits students to a secondary school based on a diverse range of talents and achievements that may not be demonstrated at the Primary School Leaving Examination (PSLE). From 2019, parent/guardian and his/her P6 child/ward will be able to apply to all DSA-Sec schools using a new online DSA-Sec Portal. The portal will simplify and streamline the DSA application process, making it convenient for all students.

For more information on the DSA-Sec changes, please refer to the press release on MOE's website, <http://www.moe.gov.sg>. Information on important dates, the DSA-Sec process, participating schools and their talent areas will be updated on the MOE DSA-Sec webpage around April 2019.

All Primary 5 parents/guardians will receive more information on 2019 DSA-Sec changes as attached below.

7. **Travel Plans During the November/December Holidays**

To help the school monitor the students' health when school re-opens,

- (i) **ALL P1** parents need to declare the travel plans of their P1 children **regardless of travel intent**;
- (ii) **For P2 to P6 levels**, parents need to declare the travel plans of their children only if their children **intend to travel**.

Please refer to the attached instructions to declare your travel plans for the upcoming November/December school holidays (17 Nov to 31 Dec 2018) via McOnline portal at [www.mconline.sg](http://www.mconline.sg) using your child's/ward's account. You may also edit or delete the information should there be a change of plans.

If you encounter any problem accessing the McOnline portal, please call the helpdesk at 6777 5198 from Mondays to Fridays, 7.00am – 9.00pm and Saturdays, 7.00am – 2.00pm.

8. **School General Office Working Hours**

The school's General Office will operate from **Mondays to Fridays, 8.00am to 5.00pm**, during the November/December holidays.

9. **School Bus Service Provider**

Goh Transport Services Co Pte Ltd will continue to be the appointed school bus service provider providing a two-way transportation from January 2019. They can be contacted at [redswastika@gohtp.com.sg](mailto:redswastika@gohtp.com.sg) or contact number 67755115.

## 10. Sales of Books & Uniforms

The booklist has been given to your child/ward. Dates of walk-in sales for both books and uniform are as follows:

Dates	Time	Remarks
<u>November</u> 21, 22, 23, 24, 28, 29, 30	9.00am - 3.00pm	1) For Saturdays, sales for both books and uniform will be from 9.00am to 12 noon.
<u>December*</u> 5, 6, 8, 12, 13, 14, 15, 17, 18, 26, 27, 28  (1 & 7 December are only for FAS students)	9.00am - 3.00pm	2) Please refer to the school website, <a href="http://www.redswastika.moe.edu.sg">www.redswastika.moe.edu.sg</a> for more details. 3) *17 and 18 December are for sale of books only. 4) *29 December is for sale of uniforms only.

## 11. Curriculum Time in 2019

The curriculum hours in 2019 will be as follows:

	AM Session (Primary 3 to Primary 6)		PM Session (Primary 1 & Primary 2)	
	Monday to Friday			
Reporting Time	7.30am		12.15pm	
Curriculum Time	7.30am to 1.30pm		12.15pm to 6.00pm	
	<b>Recess Time</b>	<b>Meal Break</b>	<b>Recess Time</b>	<b>Meal Break</b>
	P3 : 9.00am - 9.30am P4 : 9.30am - 10.00am P5 : 10.00am - 10.30am P6 : 10.30am - 11am	11.55am - 12.05pm 11.55am - 12.05pm 8.25am - 8.35am 8.25am - 8.35am	(Monday-Tuesday, Thursday-Friday) 2.45pm - 3.15pm  (Wednesdays only) 3.15pm-3.45pm	5.10pm - 5.20pm

As 2 January 2019 falls on Wednesday, all P3 - P6 students are expected to be in the hall for flag raising. P1- P2 students are also to report to the hall on the first day of school for pledge taking. We encourage all students to arrive in school at least 5 minutes before the reporting time to give themselves time to settle down before the curriculum day begins.

For the meal breaks, please prepare snack items for your child/ward to pack to school or to give your child/ward pocket money to purchase them before school and during recess. There is not to be any sharing of food among students as individuals may have different allergies.

Snack items to be brought for meal breaks should be in line with the healthy meal programme. The recommended snack items include bread, biscuits, muffins, muesli bar, dried cereal, fresh/dried fruits and plain water. Lessons can still carry on or toilet breaks will be provided during the meal break. There will not be meal breaks during assessment period.

## 12. First Day of School in 2019

Please refer to the checklist below for students before school reopens and on the first day of school. The programme for the first day of school will focus on class administrative matters and class bonding.

### Things to do before the first day of school in 2019

- All students are to have neat and clean haircuts with no coloured or tinted hair.
- Fingernails are to be short and clean without nail polish or varnish.
- All personal belongings should be labelled with student's name and class.
- P1 - P6 students must have their name tags sewn on both their school uniforms and PE T-shirts (with sleeves) as it is part of the prescribed school uniform.

### Things to do on the first day of school, Wednesday, 2 January 2019

- All students are to report to school punctually in the hall, i.e., 7.30am for P3 to P6 and at 12.15pm for P1 and P2.
- All students are to wear their school uniform neatly and smartly.
- All students are to wear plain white school shoes and RSS school socks or plain white socks.

### Things to bring to school on the first day of school, Wednesday, 2 January 2019

- Thermometer
- Student Handbook 2019
- Storybook (English)
- Stationery (eg., colouring and writing materials, scissors)
- Water bottle (labelled with student's name and class)
- Snack for meal break

Please be reminded that we will not facilitate the handing over of any student's work/item or passing of pocket money via the general office. Students are to copy any details of work assigned from the class homework whiteboard into their handbooks. Parents/Guardians are strongly urged to remind their children/wards to bring their learning materials and homework assignments to school each day. Through these efforts, we seek to instil a deeper sense of responsibility and ownership of learning amongst our students.

### **13. Temperature Taking Exercise**

Temperature-taking exercise aims to maintain schools' preparedness for any re-activation of the temperature-taking regime should a need arise. It also serves to educate our students to take personal responsibility of their own health and practice social responsibility. As such, we will be conducting our temperature-taking exercise after the school holidays. We seek your assistance in ensuring that your child/ward has his/her Oral Digital Thermometer with him/her which is in working condition. All students are to bring their thermometers on the first day of school on Wednesday, 2 January 2019 for the period of one week.

### **14. Parents' Conferences for 2019**

As we prepare for 2019, we would like to inform you of the dates for the Parents' Conferences so that you can plan your leave early to join us for these sessions. More details will be provided nearer the conferences next year.

Level	Date	Time
Primary 1	Wednesday, 2 January	12.30pm - 5.00pm
Primary 2	Friday, 18 January	8.30am to 10.30am
Primary 3 & 4	Friday, 18 January	2.00pm to 4.00pm
Primary 5 & 6	Friday, 25 January	2.00pm to 4.00pm

### **15. Student Safety**

#### Alighting Students

Please also be reminded that only designated school buses and staff cars are allowed to enter by the main gate and park within the school premise. There must also be no drop-off at Gate 3 at all times.

In ensuring safety to our students during school arrival in the morning at Gate 5, staff will be deployed as traffic marshals at the car park gantry to facilitate students crossing at that juncture. I would like to seek your continued cooperation to be patient and understanding to ensure the smoothness of traffic flow. I also urge you to observe good safety behaviour while alighting your child/ward at Gate 5 only. For students who walk or cycle to school, please remind your child/ward to take extra precaution when on his/her way to school.

Please help us to continue remind your child/ward of good road safety habits.

### Cyber Wellness

It is important that our students are well aware of how and who they are communicating with and to maintain cyber safety for themselves. As we educate our students about cyber wellness, we appeal to all parents/guardians to maintain a close supervision with him/her during the November/December holidays. Do encourage your child/ward to have a balance use of ICT and their time to ensure that other importance priorities such as exercising and reading are not compromised.

### Smoking Prohibitions

Since 1 October 2017, under the Smoking (Prohibition in Certain Places) Act, please be reminded that smoking is not allowed within a five-metre radius of educational institutions like childcare centres, kindergartens, primary and secondary schools, madrasahs, junior colleges, polytechnics and Institute of Technical Education campuses. The "No Smoking" signs are put up at our school gates as a reminder to all stakeholders. Please also be informed that should schools come across students in possession, using or purchasing any tobacco products, they will need to be reported to the Health Sciences Authority (HSA).

Let us continue to build a safe and healthy environment for our children/wards and community.

### **16. Photographs of Student for Non-Commercial Use**

Photographs that include your child's/ward's image may be used in displays, presentations, publications or other related materials, in any format (print, electronic, web or other media), for the purposes of documentation or non-commercial use. Please write to the school if you do not wish the photographs that include your child's/ward's image to be used in 2019.

Finally, I wish you and your child/ward happy November/December holidays.

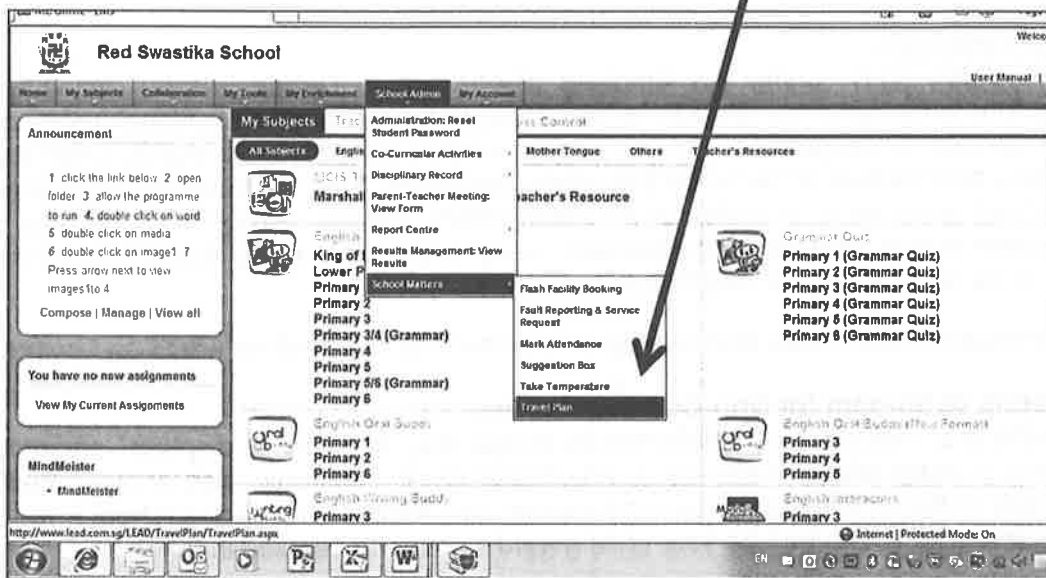
Yours sincerely,



Mrs Jenny Leong  
Principal

## Steps to declare your travel plans via McOnline portal

1. Log on to McOnline portal at [www.mconline.sg](http://www.mconline.sg) using your child's/ward's login ID and password.
2. Go to School Admin → School Matters → Travel Plan



3. Click on **Declare**



4. Fill in the details and click **Save**

