



Convent of the Holy Infant Jesus (Katong) Primary

Our Vision - From girls to women of grace and substance

Our Motto - Simple in Virtue, Steadfast in Duty

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REF: P1-P6/JC/04/18

4 January 2018

Dear Parents/Guardians,

We warmly welcome all our Girls to a memorable School Year as we will celebrate our 88th School Anniversary this year.

2017 PSLE Results

We are pleased that 97.7% of our 2017 P6 Girls were able to progress to secondary school and 78.2% of them were eligible for the Express Stream. We congratulate them and wish them well in their studies. We are confident that our current P6 cohort will consistently work hard and do well at the PSLE this year.

Staff Movement

We warmly welcome Ms Christina Lie (Head of Department/ Aesthetics), Mr Cai Hanfeng (Subject Head/ Chinese Language), Ms Lim Mei Xuan, Ms Pamela Tan and Mr Ivan Chan (Administrative Executive) to the IJ (Katong) family.

We bid farewell to Ms Tan Ying Xiu, Ms Esther Tan, Mdm Zhai Yuan, Mdm Gao Xiao Dong and Ms Lee Hui Thing (Administrative Executive). We thank them for their commitment and contributions to the School.

School Theme for the Year

Our 2018 school theme is ***Loving Hearts and Serving Hands***. We will be generous and compassionate, especially to the disadvantaged, and we will use our talents in the Service of Others. We hope that you will reinforce this message at home.

2018 School Hours

Please note that School has adopted a 10-Day Timetable this year. The School begins at 7.40 am and ends at 1.40 p.m. on Monday, Tuesday and Wednesday. School will end at 1.10 p.m. on Thursday and Friday.

After-School Lessons (ASL) will be conducted for selected students from **2.10 p.m. to 3.40 p.m. on Mondays and/ or Wednesdays**. ASL for P2 to P5 will commence in Term 1. ASL for P1 will only commence in Term 2. You will be informed by your daughter's Form Teacher if she needs to attend any of these sessions as ASL is customised to your daughter's needs. Even if your daughter does not have ASL, please **keep this time slot free on these days** as your daughter may be required to stay back for Learning Journeys, Project Work or Enrichment Lessons which are planned for the entire cohort. We thank you for your strong support in the holistic development of our Girls.

Please note that all P5 and P6 Girls are expected to attend the after-school **supplementary** lessons as indicated in the School Calendar.

School Events and Programmes in Term 1

The **Schedule for Term 1** is attached. Please check with your daughters or refer to the Parents' Portal on our school website for any updates. Information and details of some of the events will be given in separate letters nearer the dates. In particular, please note the following:

- Our **Beginning-of-Year Mass** is on **Friday, 12 January** and it is a school event. As all Teachers and Girls will be present in the school hall for the Mass, we will not be able to accommodate parents due to space constraints. You are most welcome at our termly Family Masses. The dates of these Masses are given in the termly schedules. Our first **Family Mass** is on **Friday, 23 February** at 7.40 a.m.

- Modular **CCA sessions** begin in **Week 6**. Students participating in the Non-Modular CCAs will be informed of the commencement date and CCA Schedule from the respective Teachers-in-charge in a separate letter. CCAs for the P3 to P6 Girls would have been confirmed following the online selection last year. Girls who are participating in modular CCAs will need to attend the sessions on **Fridays, from 1.40 to 3.40 p.m.** We place importance on our Girls' attendance at CCAs as the experience contributes to their holistic development.

- **Catechism and Ethics lessons** (duration of 1 hour), will begin in **Week 4 (Friday, 26 January)**. You would have received a letter and signed a form indicating whether your daughter will attend these lessons.

- Our biennial **Sports Carnival** for all P3 to P6 Girls will be held on **Friday, 9 March**. Further details will be given in a separate letter.

- Our e-learning day, **Project Click@IJ**, will be held on **Monday, 23 April**, for the **P1 to P5** students and on **Tuesday, 24 April**, for the **P1 to P4 and P6** students. On **Project Click** days, your daughters are to stay at home and engage in independent study on an e-learning platform.

- We will be celebrating our **88th Anniversary** celebrations with a carnival on Saturday, 30 June 2018 and we look forward to your continued support. More details will be given in due course.

Health, Security and Safety Matters

Parents are reminded to take their daughter to see a doctor if she is unwell and keep her Form Teacher informed of her condition immediately. Your daughter should recuperate at home during the period of medical leave until she is well to attend school. A medical certificate has to be submitted to the Form Teacher upon your daughter's return to school. If your daughter is ill with hand foot mouth disease (HFMD), she will need to be certified medically fit by a doctor before returning to school. We seek your co-operation in **exercising social responsibility** to keep infectious diseases at bay.

All schools conduct temperature-taking exercises twice a year. We will conduct our first temperature-taking exercise on Friday, 5 Jan. All P1 Girls have been given their one-time complimentary ODTs by their Form Teachers. ODTs can be purchased from the school bookshop.

As the security of our Girls is of utmost importance to us, we seek your cooperation to comply with security measures when entering the school. Please display the security pass when you are in the school. If you need to pass things to your daughters during school hours, please leave their things with the security. Parents are also not allowed to see or eat with their daughters during recess and lunch.

We advise parents not deliver your daughter's forgotten lunch, water bottle, books, homework, shoes, PE attire, pocket money, etc. Your daughter will learn to solve problems and take responsibility for the consequences of her forgetfulness. This will give her the opportunity to be independent and resilient. Our Security Guards and Receptionist have been advised not to take delivery of such forgotten items and they will show this term letter to remind our parents/guardians.

On road safety, the school would like to once again appeal to all to show consideration and patience and to co-operate with our staff who are directing traffic and doing their best to keep the roads safe for our Girls. For the benefit of parents who are new to the school, we would like to reiterate the following:

- Martia Road is an Enhanced School Zone (ESZ) implemented by LTA. Please refer to the leaflet from LTA for details of the EHZ. For our ESZ, there shall be **no parking and waiting along Martia Road from 6.45 a.m. to 8.00 a.m. and from 12.45 p.m. to 4.00 p.m.** Parents who pick their daughters up along Marine Parade Road will only be allowed to wait along the road between lamp posts 40A to 46A and are not allowed to park or wait in or alongside the bus bay. LTA enforcement officers will issue summonses to errant drivers who flout traffic rules.
- To prevent a long line of cars from forming, please ensure that your daughter alights from the car promptly when you drop her off. After school, remind her to listen out for your car-plate number being announced so that she can board your car and you can move off promptly.
- Refrain from parking, getting out of your car to pick your daughter up or waiting at the bus-stop and in the second lane along Marine Parade Road. If you arrive and there is already a line of cars, we seek your understanding to return later when the traffic has cleared.
- Do arrive at Martia Road at least 15 minutes **after dismissal time** to allow the school buses to leave the school premises first for the safety of our Girls.
- We seek your patience in picking up your daughter as you wait for your turn. Do not cut the queue as this worsens the traffic flow and compromises road safety for all.
- NEA's advice on public health seeks the school to remind our parents to switch off their engines while waiting to pick their children from school. Under the Environmental Protection and Management (Vehicular Emissions) Regulations, it is an offence to leave the engine of a motor vehicle running when it is stationary for reasons other than traffic conditions. Errant motorists can be fined up to a maximum of \$5000.

Home-School Partnership

We strongly believe that our parents should build a close partnership with their daughter's teachers to better understand their daughter's learning experience in school. Our parents can then provide their daughter with the necessary support at home. In addition to the Parents' Portal on our school website, you can obtain information on supporting your daughter's development at the following MOE website: <https://www.schoolbag.sg/>

To provide you with information on the year's programmes and activities, we will be holding our **beginning-of-year Parent Teacher Meeting (BOY PTM)**. This is also an opportunity for your daughter's Form Teacher to communicate to parents her expectations for the class. Please note that there will not be any one-to-one discussion of specific issues pertaining to your daughter as this will be done at mid-year when teachers have a better understanding of your daughter. Dates of the PTMs for the various levels are in the attached schedule. You will also be receiving separate letters with details of the PTM sessions for your daughter's level.

To enable you to better support your daughter's learning, we will be conducting a **Math Learning Fest for Parents on Saturday, 3 February**. Details will be given nearer the date.

We also encourage you to sign up as a **Parent Volunteer** so that you can get involved in the school's activities. You can sign up for activities that suit your schedule and you do not necessarily have to devote long hours to be fully engaged in your daughter's education. Information on the various activities and the form to sign up can be found in the Parents' Portal on our school website.

We have instituted a 10-minute **snack break** for P1 and P2 from Monday to Friday between 12 noon to 12.30 p.m. We have also instituted a 5-minute snack break from 9.05 am to 9.10 am daily for P3 to P6 levels. We encourage your daughter to bring dried snacks for this break and want to cultivate healthy eating habits. Please ensure that the food for snack time is healthy e.g. sandwiches, cereal bars, nuts and dried fruit and not junk food such as potato chips. Your daughter should not bring sweetened packet drinks or carbonated drinks. Girls can use this short break to stretch or to rest.

As part of our continued efforts to enhance teacher-student relationship, there will be a No Homework Day on Mondays and a One-Hour Recess once a Term. All P1 to P6 Girls will be wearing name tags on their PE T-shirts.

We have also included more information on the scheduled school holidays and the projected PSLE dates at the start of the year which we hope you will find useful.

We look forward to partnering you in nurturing our Girls to become 'Women of Grace and Substance'.

Wishing you a Happy New Year.

Mrs Judina Cheong
Principal