## **Administration**

	Forms	Remarks
1	Letter for Use of Parents Gateway (PG) App for Notification and Consent Forms	Complete on-boarding process for the PG App by 31 Oct 2025.  2025 Letter to onboard parents  Note: Your child's name will appear only when her data is synced to PG.
2	Pupil Data capturing for P1 students via Student Details Form (SDF) Portal	Details will be made available on 1 Dec 2025 via the Parents Gateway PG.  Please submit the information through the online Student Details Form portal from 10.00 am, 1 Dec 2025. Only one parent (father or mother) is required to submit the pupil data to MOE. He/she can submit his/her own education level and that of the spouse's. We seek your help to complete the submission by 31 Dec 2025.
3	Edusave Standing Order (Singapore Citizen Students)	The details on signing up for Edusave Standing Orders will be available on MOE internet website.  Edusave Account: Usage of Funds https://www.moe.gov.sg/financial-matters/edusave-account  Parents to submit only one application  Standing Order for Use of Edusave Account At Govt / Govt-Aided School (wef June 2025)   FormSG  Parents Gateway (PG) under service tab  More information  Applications received by 30 Nov 2025 will be processed for first MOE bill in Feb 2026.

	Forms	Remarks
4	eGIRO form	eGIRO applications for the new P1.     eGIRO user guide     2025 eGIRO User     Guide.pdf      MOE e-GIRO portal weblink     https://www.moe.gov.sg/financial-matters/fees/egiro      Complete application by 31 Oct 2025.
5	<ul> <li>Mother Tongue Language (MTL) (Applicable if:)</li> <li>Not offering their default MTL based on their race e.g. Malay student applying to offer Chinese.</li> <li>Not offering the default MTL based on the first component of their doublebarrelled race: e.g. Indian-Malay student applying to offer Malay</li> <li>Of mixed parentage</li> <li>Of non-Chinese/Malay/Indian race e.g. Eurasians, Filipinos, Japanese, Koreans etc</li> </ul>	Submit application form and supporting document to school via email at lim_gek_suan@schools.gov.sg by 31 Oct 2025.  Form 1 - MTL.pdf Form 3 - NTIL.pdf  Submit application form and supporting document to school via email at lim_gek_suan@schools.gov.sg by 31 Oct 2025.
6	Financial Assistance Scheme (MOE FAS)  *If applicable. This scheme applies only to Singaporean students in Government or Government-aided schools	Information will be provided by end October 2025.  Please contact the school at <a href="mailto:chijktps@moe.edu.sg">chijktps@moe.edu.sg</a> if required.
7	School Bus Registration Form	Letter and Terms & Conditions governing the request for service.  2026 School Bus Info Annex A Terms and Sheet for P1 Parents.c Conditions.pdf  Online or QR code registration till 31 Oct 2025. QR code:

	Forms	Remarks
8	Indication of interest in school-based Student Care Centre (SCC)	Interest Reply Form hyperlink is in the letter.  Submit your interest by 28 Oct 2025.  JKSCC - P1 Students Interest Form.pdf  QR code:
9	Parent Volunteer Letter and Application Form	Submit application form via email chijkcpcpc@gmail.com  QR code:

## <u>Purchases</u>

	Purchases	Remarks
1	Purchase of School Books	Purchase of books is available online starting from 7 Oct to 10 Oct 2025.      https://www.pacificbookstores.com      Bookstore purchase information and guide:      CKTG Online
		<ul> <li>Self-collection is strictly by appointment (Limit to parent and child) or Home Delivery (delivery fee applied).</li> <li>Purchase at bookstore is available 13 – 15 Oct 2025.</li> <li>Please note that the Vendor accept <u>Cash</u>, <u>PayLah</u>, <u>PayNow and DBS Nets Pay / Nets Tap payments</u> for additional purchases such as stationery and exercise books at the bookshop.</li> </ul>

2	Purchase of PE & Art Apron Name Tag  * PE & Art Apron Name Tag to be distributed in class in Jan 2026.	<ul> <li>Ordering of Name Tag is available via online using the same link as the Purchase of School Books.</li> <li>Please click on the itemised Name Tag in the booklist and key in your child's name and class.</li> <li>Please order the name tag by end Nov 2025 to receive it in Jan 2026</li> </ul>
3	Purchase of Uniform and PE Attire	<ul> <li>Purchase of School Uniform and PE Attire is available online.  Purchase guide on-line:         <ul> <li>https://www.magdalene.com.sg/copy-of-instructions</li> </ul> </li> <li>Store Link: <a href="https://www.magdalene.com.sg">https://www.magdalene.com.sg</a></li> <li>Please choose House Colour for PE Attire when ordering.          <ul> <li>Example: GREEN (ST ANNE) – House Colour is stated in the email.</li> </ul> </li> <li>Purchase at school is strictly between 13 – 15 Oct 2025, 9.00am to 3.00pm (Avoid lunch hour 12.00pm to 12.30pm)</li> <li>Please note that the payments are as follows:         <ul> <li>Online payment: Credit Card</li> <li>Walk-in: Cash &amp; PayNow</li> </ul> </li> <li>For walk-in to the retail office, please check the website for information. An e-appointment is required starting from 22 Nov 2025.</li> <li>Home Delivery Charges applied.</li> </ul> <li>Uniform Price List 2025,pdf</li>