



# 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/005/19

4 January 2019

Dear Parents/Guardians,

We warmly welcome all our Girls to a memorable School Year.

## **2018 PSLE Results**

We are pleased that 100% of our 2018 P6 Girls were able to progress to secondary school and 76.3% 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 Mrs Vevian Ng (Head of Department/ English Language), Ms Loh Hui Ling Hazel (Senior Teacher/ Science), Mdm Toh Chiew Yen, Mr Edwin Choo, Mr Lee Tuck Hin (Operations Manager), Mr Shawn Tan (IT Manager) and Mrs Jessie Har (Receptionist) to the IJ (Katong) family.

We bid farewell to Mrs Fauzi, Miss Mahendran Rudrarani, Ms Elaine Ng, Mdm Yang Qiaolin, Mr Ho Kim Fung (Operations Manager), Miss Judy Ho (Corporate Support Officer), Mrs Louise Dias (Receptionist) and both our ICT Support Staff, Mr Job Santos and Mdm Nasyihin. We thank them for their commitment and contributions to the School.

## **School Theme for the Year**

Our 2019 school theme is ***Ever Seeking, Ever Serving*** in line with our 165<sup>th</sup> CHIJ Anniversary Theme. 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.

## **2019 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) for P3 to P5** will commence in Term 1. ASL is for selected students and lessons will be from **2.10 p.m. to 3.40 p.m. on Mondays and/ or Wednesdays**. You will be informed by your daughter's Form Teacher if she needs to attend any of these sessions as it 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, Girls Like Tech Projects 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.

## **P1 and P2**

**There will no longer be ASL for P1 and P2 Girls but only for those who need more support. These sessions will be conducted on Mondays and/or Wednesdays and our Learning Support Teachers will inform you if your daughter has been selected.** We would like to re-iterate that your daughter is privileged to have this learning support and our Learning Support Teachers are committed to supporting her well. We hope you will encourage your daughter to attend these sessions which will start in Term 2.

## **Amendments to Pupil Journal 2019**

We would like to highlight that there are two amendments to be made in the Pupil Journal on pages 4 and 21.

Page 4: **P5 Supplementary Lessons for MTL will be on Mondays and EMS will be on Wednesdays for Semester 2.**

Page 21: Examination Guidelines and Policies **for P3 to P6 levels only.**

Our Teachers will be highlighting these amendments to be made in your daughter's Pupil Journal.

## **P1 and P2 Assessment**

In 2019, all weighted assessments and examinations for Primary One (P1) and Two (P2) students will be removed, and assessments conducted will not be counted to form any overall mark or grade. This includes removing the year-end examination at P2.

Teachers will continue to leverage assessments to check for students' understanding, and provide timely feedback to improve learning.

## **Form Teacher's Guidance Period (FTGP)**

Please note that FTGP period will be on Thursdays in 2019.

## **PE-Swimming Programme for P3**

Our P3 Girls will be having the PE-Swimming lessons on Tuesdays mornings during school hours. Details will be provided in a separate letter.

## **Girls Like Tech (GLT) for P1 to P5**

To continue to prepare our Girls for a VUCA (volatile, Uncertain, Complex and Ambiguous) world, we want to continue to factor in Collaboration, Communication, Critical Thinking and Creativity skills. We have reviewed our Project Work programme and will be enhancing it to the Girls Like Tech (GLT) Programme which incorporates facets of STEAM (Science, Technology, Engineering, Arts and Mathematics) education. Key themes will run from My Class to My World to engender global citizenship at the upper primary levels. The enhanced iEnrich Programme will see P1s using Basic Coding, P2s using Maker Kit. Our P3 to P6 Girls will be using ICT tools such as Scratch Coding and Animation Tools. This will also enable our Girls to demonstrate learning outcomes of the new media literacies in which we have done well in Cyberwellness.

### Photographs and videos of Students in School Publications or Our School Website

We will be issuing a letter to seek your acknowledgement and consent for photographs or videos which may feature your daughter in school publication or our school website.

### Photo-taking for School Smart Card and Class Photo

Our Teachers will inform our Girls of the upcoming photo-taking schedules. Your daughter should be in full school uniform (blouse and pinafore) for the photo-taking session/s.

- Photo-taking for School Smart Card for P1 and P6 Girls will be on **7 Jan.**
- Class Photo-taking for P1 to P6 will be on **29 and 30 Jan.**

### 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, 11 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, 15 February** at 7.40 a.m.
- Our P5 Girls will be attending the P5 Adventure Camp on **Monday, 14 to Wednesday, 16 January** at the Changi Coast Outdoor Adventure Learning Centre. More details will be given in a separate letter.
- Modular **CCA sessions** begin in **Week 4, Friday, 1 February**. 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, 18 January)**. You will be receiving a letter and to indicate whether your daughter will attend these lessons.
- Our biennial **Sports Day** for all P3 to P6 Girls will be held on **Friday, 15 March**. Further details will be given in a separate letter.
- Our e-learning day, **Project Click@IJ**, will be held on **Monday, 6 May**, for the **P1 to P4 and P6** students and on **Tuesday, 7 May**, for the **P1 to P5** students. On *Project Click* days, your daughters are to stay at home and engage in independent study on an e-learning platform.

### CHIJ 165<sup>th</sup> Anniversary Celebrations

The community of CHIJ Schools will be celebrating its 165<sup>th</sup> Anniversary with different events in 2019. The theme for the Anniversary Year is "**CHIJ: Ever Seeking, Ever Serving**". We will be celebrating mass at the National Stadium on 28 May. More details will be given in due course.

### Health, Security and Safety Matters

We thank our parents for showing consideration and patience on traffic matters last year. We will like to seek your continued support to do the following for school traffic and road safety:

- 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 am and from 12.45 pm to 4.00 pm**. Avoid making 3-point turn during dismissal hours. 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.

Parents are advised to drive carefully along Marine Parade Road, as they will be change in traffic condition, including detour and reduction of lanes, due to the construction work for the MRT line.

On security, we seek your cooperation to comply with security measures when entering the school. Please display the Visitor's 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 Self-disciplined and independent (our School Values). 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.

### **Temperature-Taking Exercise**

All schools will conduct temperature-taking exercises twice a year. We will conduct our first temperature-taking exercise on **Monday, 7 Jan**. Please help to remind your daughters to locate their ODTs and bring them to school as directed by their form teachers. ODTs can be purchased from the school bookshop. All P1 Girls have been given their one-time complimentary ODTs by their Form Teachers.

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.

### **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/>

Given the success of Family Nights in 2017, we will be bringing this event this year which will be organized by our Central Parent Council 2019. More details will be provided in due course.

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, 26 January**. 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 and healthy snacks for this break 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 unhealthy food such as potato chips. Your daughter should not bring sweetened packet drinks or carbonated drinks. Girls can also use this short break to stretch or to rest.

In continuing our Green Efforts, we will be encouraging our Girls to bring their own cutlery three times a week to be used during their Recess. Announcements will be made to remind our Girls and we hope you will encourage your daughter in this endeavour.

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