



## CEDAR PRIMARY SCHOOL

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School Vision: Joyful Learners, Responsible Citizens, Creative Leaders in a Connected Community

Ref No.: CPS/2024/01/002

12 January 2024

Dear Parents/Guardians,

### TERM 1 COMMUNIQUÉ

Happy New Year! As 2024 begins, we have shared with and reminded students of our School Vision, Mission, Values and Motto. We have also reiterated our school rules and regulations, as well as safety procedures to the students. Please find time for your child/ward to share them with you. You may refer to the relevant pages in the full colour Student Handbook for the information.

Our teachers have also engaged the students in class bonding activities in the classrooms to build and strengthen interpersonal connections. They have also guided and empowered the students in the setting of class rules and routines so as to create a conducive and productive learning environment. You may want to ask your child/ward to share with you some of these interesting experiences too.

Last week, school leaders and our CCE heads shared a story with P3 – P6 students to teach them about Kindness and Resilience. Kindness is an important value in creating a caring and enabling environment in school and at home. It is a value that enables us to put others first. Resilience is an essential value in facing and overcoming challenges or setbacks. It is a value that centres us and gives us inner strength. Kindness builds Resilience and Resilience enhances our capacity to Be Kind. One strengthens the other. I invite you to reinforce these and other school values by sharing stories and examples (from books, news articles, personal experiences, historical events and movies) that highlight them with your child/ward. When selected well, stories and examples will evoke emotions in your child/ward to do what is right, provide good role models to teach values and help your child/ward to understand and internalise acceptable and appropriate behaviours.

We look forward to a year of fruitful partnership with you in our endeavour to develop your child/ward holistically.

Yours faithfully,

Mr Chua Choon Hock (Chris)

Principal

## I. Administrative Matters

### a. MOE Financial Assistance Scheme (FAS)

MOE provides financial assistance to Singaporean students in need. Families with a gross monthly household income of \$3,000 and below or per capita household income of \$750 or below are eligible for FAS.

If your child/ward qualifies for MOE FAS, please apply online using Singpass at <https://go.gov.sg/moe-efas> or obtain an application form from the school office.

### b. Student Data Form (SDF)

MOE requires an update of your information as well as that of your child's/ward's via the SDF to better support the educational needs of your child/ward. Please submit the information through the SDF portal using your Singpass account via URL: <https://pg.moe.edu.sg/forms/sdf> or scan the following QR code.



- For P2 - P6 students: Please complete your submission by **31 January (Wednesday)**.
- For P1 students: Parents who had already submitted the SDF last year need not submit it again. Otherwise, please complete your submission by **31 January (Wednesday)**.

### c. EZLink School Smart Card Photo-Taking Exercise for P1 & P6 Students

P1 and P6 students will be involved in the individual photo-taking exercise which will be held on 29 January (Monday). Students are allowed to be in their PE attire if they have PE lessons on that day.

### d. Reporting and Dismissal Times

Please be informed that the reporting time for all students is 7.30am. To allow students to have more meaningful interaction time with their Form Teachers, they will report to the classrooms for the flag-raising ceremony every Monday. For the rest of the week, the flag-raising ceremony will be conducted at the parade square.

If your child/ward is unwell, do keep him/her at home and take him/her to a doctor to ascertain his/her fitness to attend school. A medical certificate should be handed in to your child's/ward's form teacher when he/she returns to school.

Please refer to the following table for the staggered dismissal timings on fair weather days:

Level	Dismissal Time		Exit Gate/Mode		
	Mon - Thurs	Fri	Gate A	Gate C	Gate E
Primary 1	1.25 pm	12.55 pm	1KN, 1IT, 1CT	1RS, 1RP	1RT, 1CA
Primary 2	1.30 pm	1 pm	2RS, 2RP	2CT, 2RT, 2CA	2KN, 2IT, 2HM
Primary 3	1.30 pm	1 pm	3KN, 3IT	3RS, 3RP	3CT, 3RT
All School Bus Takers	1.30pm	1 pm	Designated Seats in School Bus		
Primary 4	1.35 pm	1 pm	4KN, 4IT, 4RS	4RP, 4CT, 4RT	–
Primary 5	1.35 pm	1.05 pm	–	–	All
Primary 6	1.40 pm	1.10 pm	–	–	All

*\*P1 to P6 Gate H users will be dismissed according to their level dismissal time*

Dismissal during Wet Weather:

- Parents/Caregivers will wait outside the child’s original dismissal gate to avoid overcrowding at Gate E.
- P1 teachers will take the students out via Gate E and to Gate A, C or E.
- P2 – P6 teachers will direct students to exit via Gate E and walk to their original dismissal gate area to meet their parents

**e. Gate H Opening Hours**

Students may use Gate H to enter and leave the school during the following opening hours:

Gate H	
Days	Opening Hours
Mondays to Fridays	7.00am to 8.30am
Mondays to Fridays	11.50am to 12.00pm
Mondays to Thursdays	12.50pm to 2.00pm
Fridays	12.50pm to 1.30pm
Mondays, Tuesdays and Thursdays	3.20pm to 4.00pm
Mondays to Fridays	4.50pm to 6.45pm

Please note that the area at Gate H is not sheltered, thus you may want to bring along an umbrella for yourself and your child/ward should you choose to use the gate to pick up your child/ward at dismissal time.

**f. Road Traffic Regulations and Road Safety**

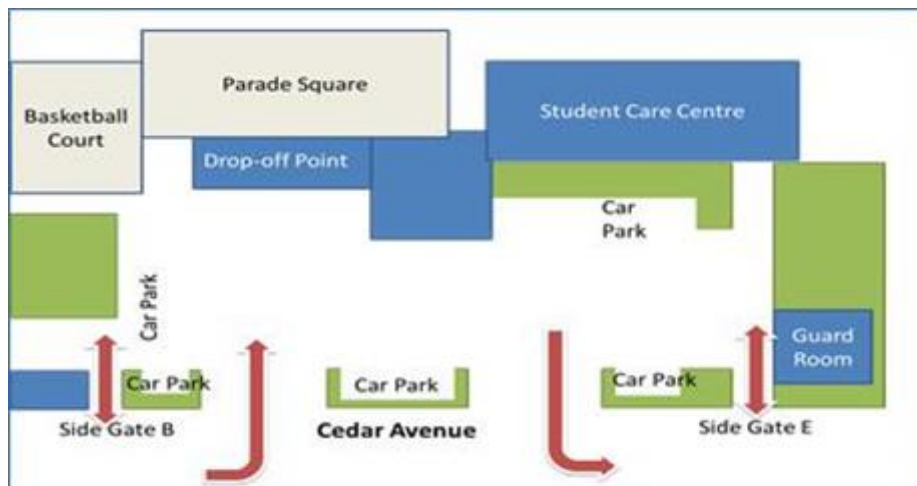
The school is committed to working with staff, students, parents and the community on raising safety awareness and exhibiting the desired road safety behaviours. In building a culture of courtesy and respect for fellow commuters, please consider the safety of one another, regardless of whether we drive, walk, cycle or ride active mobility devices.

We would like to emphasise Road Safety when students are travelling on the road to and from school. Here are some pointers which we would like you to remind your child/ward about:

- Students are only to cross the road using the appropriate pedestrian crossings and to always obey traffic signals.
- Students are only to walk along the designated walkways provided outside the school.
- Students are to follow the school’s advice and guidelines on Road Safety, which will be shared during assemblies and in class.

Parents/guardians who are driving in to drop off their children are to follow the traffic instructions from the Traffic Wardens for the safety of all students and staff. Drivers will have to observe the reduced speed limits in the carpark to minimise the risk of accidents.

Gates for Vehicular Traffic will be open from 7 am to 7.30 am, for parents/guardians to drop off their children/ward at the Drop-off Point, as shown overleaf:



From our observations and feedback given by residents along Cedar Avenue, some parents' vehicles are parked indiscriminately along both sides of Cedar Avenue when parents fetch their children during dismissal. There had even been occasions when vehicles were parked in front of the gates of the houses along Cedar Avenue and left unattended.

We would like to take this opportunity to advise all parents who are driving not to park along the landed property side of Cedar Avenue as the practice is causing much inconvenience to the residents. Do note that when parked vehicles obstruct Cedar Avenue, the residents may call in the authorities to take action. We would like to reiterate that nearby carparks are available to park your vehicles while you go about fetching your child from the school gates. Please see map below:



In addition, do also note that there is no safety provision by LTA for students to be dropped off along Alkaff Crescent, where Gate H is. Hence, you would be risking your child's/ward's personal safety should you drop him/her off along Alkaff Crescent to enter the school via Gate H. As it is against the traffic rules to stop your vehicle along Alkaff Crescent, you may also be faulted should LTA enforce the rules along the road. If you are driving your child/ward to school, you are advised to use the main gate and drop off your child/ward at the school foyer for his/her personal safety.

Please show a good example to our children by being considerate road users and obeying the traffic rules. Thank you for helping the school to be a considerate neighbour to the residents nearby.

### **g. School Discipline**

Discipline is an educational process of guiding students to develop self-management skills and good character. Disciplinary measures help them learn the consequences of their inappropriate actions and poor choices, and take responsibility in correcting their mistakes.

Our school adopts the Positive Discipline principles in developing students to be self-disciplined. Guided by the Mark of a Cedarian, students will demonstrate responsible decision-making skills in doing the **right thing**, at the **right time** and at the **right place**.

Please refer to the school rules and regulations in My Cedarian Handbook 2024 (pg. 9 – 19) for more information on Cedar Primary's approach to discipline.

### **h. Cyber Wellness Reminders**

In the first week of 2024, Primary 2 to Primary 6 students attended a Cyber Wellness talk as part of the orientation programme. The talk emphasised the importance of staying safe and being a responsible Cedarian in the cyber world. While the school is committed to educating and empowering our students, we also recognise the crucial role parents play in reinforcing positive online behaviours at home. Here are some tips that we hope you will find helpful in supporting your child's/ward's digital well-being:

- **Promote Kindness:** Encourage your child to be kind to others during online interactions, fostering a positive and respectful online environment.
- **Monitor and Regulate Online Time:** Keep a check on the amount of time and types of online activities your child engages in to ensure a healthy balance.
- **Emphasise Privacy:** Remind your child not to share personal information online and to exercise caution in his or her digital interactions.
- **Secure Account Information:** Teachers will be sharing account details such as Student iCON and Student Learning Space within the first few weeks of the term. It is crucial that your child remembers his or her account credentials and keeps these details safe.
- **Role Model Behaviours:** Exhibit positive online behaviours to set an example for your child.

We believe that a strong partnership between the school and parents is essential to creating a safe and supportive environment for our students. By working together, we can ensure that our children will be responsible in their decision-making when navigating the digital landscape.

### **i. Imbuing the Value of Responsibility in our Students**

Teaching students to be responsible is important for their academic success, for building strong character, and for helping them be successful in life. One of the ways in which students demonstrate the value of Responsibility in Cedar Primary is by ensuring that they pack their bags every evening to get ready for school the next day. This includes bringing their schoolwork, wallet, and/or recess food every day.

If the students were to forget their schoolwork, they are to bring it back the next day. If they have forgotten their wallet or recess food, the school will provide them with biscuits and water if needed.

Parents/Guardians are to refrain from getting the General Office staff or Security Officers to pass any forgotten items to the students as it would disrupt the students' learning when these

items are sent to the classrooms. Together, we can nurture responsibility in our children and help them develop the habit of always ensuring they have everything that they need for school.

## **II. School-Wide Events and Programmes**

### **a. Chinese New Year Eve Celebration and Holidays**

We will be celebrating Chinese New Year in school on 9 February (Friday). As 9 February is the eve of Chinese New Year, dismissal will be at 10am.

Chinese New Year holidays will be on 10 February (Saturday), 11 February (Sunday) and 12 February (Monday). 13 February (Tuesday) is a School Holiday and school will resume on 14 February (Wednesday).

### **b. Total Defence Commemoration Week**

Total Defence Day (TDD) marks the fall of Singapore to the Japanese in 1942. This year will mark 40 years of Total Defence (TD40), and the focus for TD40 will be on Singaporean's readiness and resilience in the face of crises and disruptions. In commemorating TDD, our students reflect on the importance of Total Defence in alignment with the theme, 'Together We Keep Singapore Strong'. Our students will also learn more about the six pillars of Total Defence (Military, Civil, Social, Psychological, Economic and Digital) and how these pillars are relevant to their lived experiences.

Through the Character and Citizenship (CCE) lessons and interactive activities carried out in class as well as during recess, the students will be able to make meaningful connections with what they have learnt and apply it into their daily lives.

### **c. Values-In-Action**

The Values-In-Action (VIA) experience nurtures in students a commitment to address concerns of the school, community and nation. As part of the CCE curriculum, the students will be embarking on level VIA projects which are spread out throughout the year. For the younger students, these projects will give them the opportunity to show kindness and appreciation towards their friends as well as take responsibility for their classrooms and the areas they occupy in school.

For the older students, the VIA experience aims to help them exercise ownership of the school community as well as the community outside the school. The students will be able to initiate ways to contribute back and be guided to plan their VIA projects. More details about the individual VIA projects will be provided to the students nearer the date.

### **d. Cohort Learning Journeys**

Cohort learning journeys form one of the key Student Development Experiences (SDE) for primary school students as part of the refreshed Character and Citizenship Education curriculum. In Cedar Primary, students will either go for field-based cohort learning journeys or museum-based cohort learning journeys.

#### **i. Field-based Learning Journeys**

Field-based cohort learning journeys allow students to contextualise their learning experience in a real-world setting and help them develop close observation, reflection and critical thinking skills.

Our Primary 1 to 3 students will be going for their field-based learning journeys to the respective sites listed in the following table. These learning journeys will be guided by teachers with packages specifically designed to help the students explore, construct new knowledge, and make connections to the topics being studied in their Social Studies lessons.

ii. **Museum-based Learning Journeys**

Museum-based cohort learning journeys support students’ learning in Social Studies and CCE by deepening their understanding of the heritage and culture of Singapore beyond the classroom context.

Primary 4 to 6 students will be visiting the respective sites listed in the following table. The museum-based learning experiences will be guided and facilitated by specially trained museum educators using various artefacts in the museums.

Level	Learning Journey	Site	Term
Primary 1	Field-based Learning	School-Based Trails	Term 4
Primary 2	Field-based Learning	National Orchid Garden	Term 3
Primary 3	Field-based Learning	Sustainable SG Gallery	Term 2
Primary 4	Museum-based Learning: Tales of the Emporium	Geylang Serai Heritage Gallery	Term 1
	Museum-based Learning: Culture Archives	Kreta Ayer Heritage Gallery	Term 3 Term 4
Primary 5	Museum-based Learning: Sites and Sounds of Little India	Indian Heritage Centre	Term 4
Primary 6	Museum-based Learning: Asian Adventures	Asian Civilisations Museum	Term 2

\* More details about the individual Learning Journeys will be provided via letters to parents nearer to the dates.

e. **Parents Engagement 2024**

We will have a Parent Engagement Webinar on 8 March (Friday), 8 am to 12.30 pm. At the session, the School Leaders and teachers will be sharing with you how we could work in partnership to support your child’s/ward’s development. Registration details will be given at a later date.

III. **Level Events and Programmes**

a. **P4 Swimsafer Programme**

We are pleased to share that this year, we will be conducting the SwimSafer Programme for the P4 students throughout the whole of Term 1 during curriculum time to mitigate the disruption caused by COVID when the cohort was in P3.

The SwimSafer Programme is a highlight in the Physical Education curriculum experience. Through the programme, students will develop water confidence, understand the principles of water safety, and learn techniques to prevent drowning. In addition, SwimSafer builds our students’ physical and mental robustness and cultivates determination and resilience in them.

The programme will commence on 11 January (Thursday), and it will take place during PE curriculum time. A briefing was conducted for the students on 3 January (Wednesday) where more details about the programme were provided.

**b. Primary 5 Camp X<sup>3</sup>**

The P5 Outdoor Education Module in the Physical Education (PE) curriculum seeks to build character and social-emotional competencies as well as develop leadership skills in our Primary 5 students. All P5 students will embark on the 3-day residential camp experience from 1 February 2024 (Thursday) to 3 February 2024 (Saturday) at MOE Dairy Farm Adventure Learning Centre.

During the camp, students will *Explore, Experience and Exemplify*:

*Explore:* Students will explore possibilities and overcome challenges, and in the process develop themselves cognitively, emotionally and physically.

*Experience:* Students will experience a variety of outdoor learning activities and collaborative tasks and through them, forge stronger friendships with one another.

*Exemplify:* By going through the various challenges and experiences, students will imbibe and exemplify the school values of Kindness, Integrity, Resilience, Responsibility and Creativity.

For more details on the camp, please refer to the letter given out on 9 January (Tuesday).

**c. P3 to P6 Class Tests in Term 1**

Integral to teaching and learning is assessment which provides feedback to students, teachers and parents on what students have learnt. We are committed to guiding our students to learn from mistakes to improve themselves. As partners in education, we seek your support in motivating your child/ward to study diligently daily and achieve his/her personal best for class tests, for Effort Determines Success.

Dates of tests in Term 1 are indicated in the Cedar Primary School Calendar of Events. More details will be provided via letters to parents, by 15 January (Monday).

**III. Cedar Primary School Calendar of Events**

**2024 Term 1 Calendar of Events**

Date/Day	Events	Remarks
2 Jan – 5 Jan	P1 Orientation	
3 Jan – 5 Jan	P2 – P6 Orientation	
1 Feb – 3 Feb	P5 Camp X <sup>3</sup>	
2 Feb	P4 Cohort Learning Journey	More details will be given nearer to the date.
7 Feb	P4 Cohort Learning Journey	More details will be given nearer to the date.
12 Feb 13 Feb	Chinese New Year Public Holiday Chinese New Year School Holiday	



Date/Day	Events	Remarks
22 Feb	P3 to P6 EL/FEL Class Tests 1	
23 Feb	P3 to P6 MA/FMA Class Tests 1	
26 Feb	P3 to P6 MT/FMT Class Tests 1	
27 Feb	P3 to P6 SC/FSC Class Tests 1	
28 Feb	P5 & P6 HMT Class Tests 1	
1 Mar	P4 Cohort Learning Journey	More details will be given nearer to the date.
8 Mar	Parents Engagement Webinars	Students need not report to school.
11 Mar – 17 Mar	Term 1 Holidays	

**Policy on Photography and Videography at School Events**

*We would like to inform you that photograph(s) and video image(s) of you and/or your child/ward may be captured at our school activities and events. We may use and publish such photographs and/or video recordings in school publications, website, social media channels, and other official school communication channels.*