



JURONG WEST PRIMARY SCHOOL

30 Jurong West St 61 Singapore 648368

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Email: jwps@moe.edu.sg

Our Ref: JWPS/2023/080

Date: 14 August 2023

Dear Parents / Guardians,

Life Skills Programme – Enthusiasm (P5) Getting Ready for the Big Test

The school is organising a Life Skills Programme on *Getting Ready for the Big Test* for our Primary 5 students. The programme aims to equip our students with life skills necessary for them to develop the disposition of adaptability and lifelong learning, so that they can take on challenges of the future. In this programme, students will learn how successful people plan their time using Stephen Covey's time management matrix. They will also learn how to categorise their daily activities according to the level of importance and urgency.

The objectives of the *Getting Ready for the Big Test* programme are as follows:

- 1) Learn the importance of time management, leading to improved efficiency and productivity
- 2) Learn to create a personalised weekly planner to maximise learning
- 3) Schedule priorities using the Urgency/Importance Matrix

The programme will take place as follows:

Date	Day	Classes Involved	Timing	Venue
21 August 2023	Monday	All P5 classes	2.00 – 4.00 p.m. (Lunch will be at 1.30 p.m.)	E1 to E6 Classrooms
28 August 2023				

Kindly make arrangements to fetch your child/ward in school at 4.00 p.m. at Gate 1. Students who attend our school-based student care centre may go to the centre if you are fetching them after 4.00 p.m..

Your support and kind understanding are greatly appreciated. We wish every student an enjoyable and enriching learning experience. For further clarification, please contact Mdm Hazilah or Ms Wai at 67933419. Thank you.

Ms Wai Lai May and Mdm Nor Hazilah Bte Hasan
HODs In-charge
Life Skills Programme

Approved by:
Miss Tan Wan Kheng
Vice Principal

cc Mr Chris Loh (Principal)

This is a computer-generated letter. No signature is required.