



# P1 Parent engagement with Form Teachers

27 November 2025





Hello!

## Form Teachers

- Partnership between parents and school
  - Expected behaviours of students
  - Getting ready for school
  - Communication Channels
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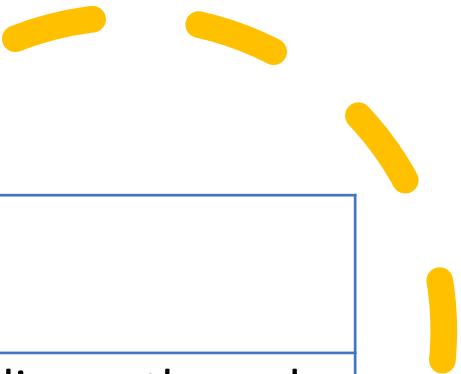
Partnership  
between parents  
and school

## Our class

- 30 students
- Adaptability, Empathy, Integrity, Resilience, Respect and Responsibility are the six school values that Bukit Timah Primary School upholds in words and actions.
- Students often learn through observations of adult behaviour. Parents and teachers play a pivotal role in shaping students' behaviour.
- We foster a safe and inclusive environment where students feel safe, valued and included. We recognise that students may learn and grow differently, but our expectations remain consistent for everyone.

# Level Motto: Start it Right

## Balancing Independence with Duty of Care



<b>Focus</b>	<b>Strategies</b>
Nurturing Independence	<p>Be observant without intrusiveness. Children can develop resilience through setbacks and learning from mistakes.</p> <p>Cultivate self-sufficiency and confidence. Termly well-being check-ins will be conducted via PG App</p>
Independence	<p>Provide guidance when needed</p> <p>Gradually reduce direct involvement</p>
Responsibility	<p>Encourage responsible decision-making together – What would be the best way to do this? What are our options?</p>
Encouragement	<p>Celebrate efforts and improvements, praise specifically</p> <p>Provide constructive feedback on areas for growth</p>

# Expected Behaviours



## **Self-Awareness & Self-Management**

- I will be present and on time for school and school-related activities.
- I will organize my personal belongings and be ready for lessons.
- I will write down homework and reminders in my BT Kit and complete them on time.
- I will participate and do my best for all schoolwork and activities.
- I can recognise my emotions and know when to seek help from a trusted adult.

## **Social Awareness**

- I will listen to my peers.
- I will greet others respectfully.
- I will use kind words and actions.
- I will apologise when I am in the wrong.
- I understand that everyone is unique and special.



Getting ready for  
school!

# School Timings

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Reporting Time	<b>Before 7.30 a.m.</b>
School Starts	7.30 a.m.
Snack Time	9.00 a.m. – 9.10 a.m.
Recess	10.30 a.m. – 10.55 a.m.

# School Timings

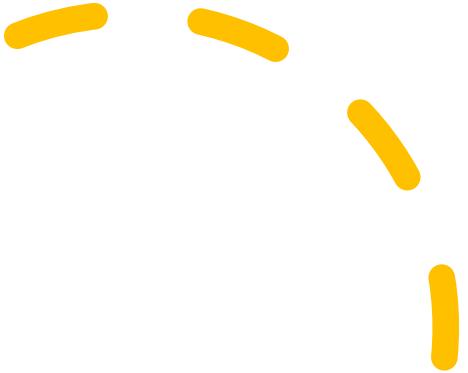
Day	Dismissal Timing	
Monday	1.30 p.m.	<ul style="list-style-type: none"><li>P1 classes are dismissed 5 minutes earlier than the official dismissal timings. Dismissal at 1.25 p.m. everyday except Tuesday at 12.25 p.m.</li></ul>
Tuesday	12.30 p.m.	
Wednesday	1.30 p.m.	<ul style="list-style-type: none"><li>Expect slight delays in the first week of school. Check with the school bus operator for the estimated drop off time.</li></ul>
Thursday	1.30 p.m.	
Friday	1.30 p.m.	<ul style="list-style-type: none"><li>Do not change the mode of transport unless it is an emergency. Ensure sufficient time for teachers to receive the message.</li></ul>

## Arrival

- ✓ Parents may drive into the school premises and drop off your child at either the sheltered foyer outside the General Office or at the Bus Bay.
- ✓ Please be patient and anticipate heavier traffic, especially after 7.00 a.m.

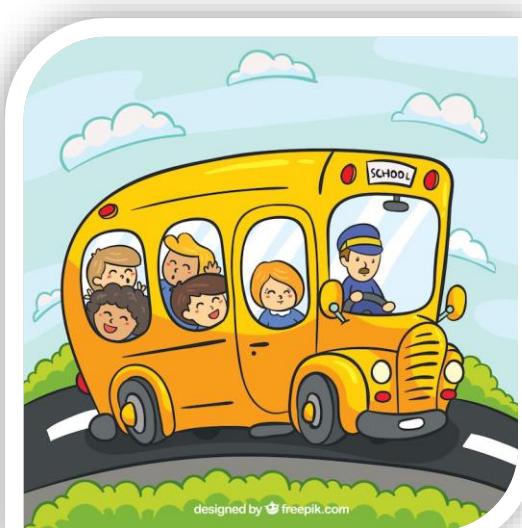
# Dismissal

- ✓ School Bus
- ✓ Private transport (PT)

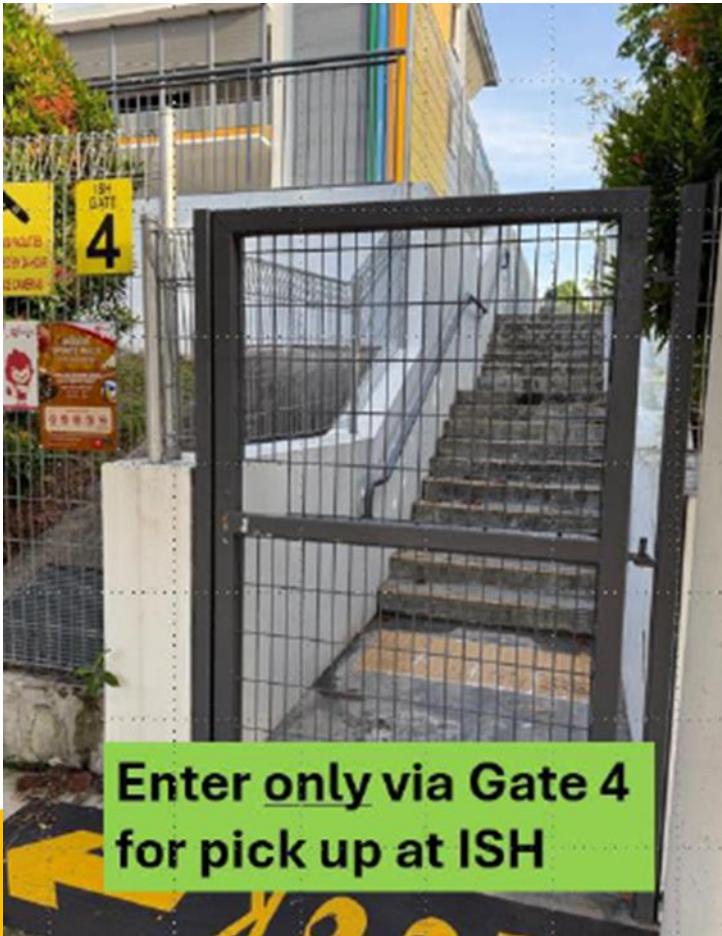


Dismissal Procedure  
(School Bus)

- P1 students line up in the hall according to their school bus number.
- P1 students will board school buses first.



## Dismissal Procedure (Private Transport)



- Parents/ caregivers enter the school via Gate 4.
- Wait at the waiting area
- If parents/ caregivers are late for more than 15 minutes, your child/ward will be brought to the Guard House.



Wait for your child/ward at the class waiting area

# P1 First Day of School

2 Jan 2026 Friday

- Only P1 students report to school.
- One parent is invited to accompany your child into the school **until 10 am.**
- Briefings will be conducted for the parents in the Hall
- Parents will have breakfast with your child at the canteen from 9.30am-10am.
- More details will be shared via PG app on  
**29 December 2025**



## Name Tag (Lanyard)

- To be worn at all times until end of January
- Indicate contact number
- Indicate school bus number (not bus plate number) or 'PT' (private/public transport)



Name :  
Class :

Bus No (To School) \_\_\_\_\_

Bus No (To Home) \_\_\_\_\_

Private Transport: Yes  No

Name of Parent : \_\_\_\_\_

Contact No: \_\_\_\_\_

# Students' Attire (refer to BT kit for details of school rules)

## UNIFORM

- P1 students may wear PE attire from the start of the day if they have PE/PAL (Outdoor Education, Games & Sports, Dance) lessons.

### Hair (for girls)

- Long hair to be tied
- Black or dark blue ribbons, hairclips /hairbands

### Accessories

- Small pair of ear studs for girls
- Other jewellery is not allowed

### Shoes & Socks

- Plain white school shoes
- White socks

### Bag

- Trolley bags are discouraged
- Cubbies are provided in classrooms for personal belongings.

# BTPS new School Uniform

- The new uniform includes one common top for all weekdays.
- Students can wear shorts on days that has PE and/or PAL lessons.
- Students are to wear uniform top with **formal bottoms** on days without PE or PAL lessons.



# Absence from School

Valid Reasons for Absence	Examples
Absent with MC	<ul style="list-style-type: none"><li>• Medical leave</li><li>• Hospitalisation leave</li></ul>
<p>Absent with Valid Reason (VR)</p> <p><b>– Up to five occasions in one semester.</b></p>	<ul style="list-style-type: none"><li>• Medical</li><li>• Bereavement or serious illness of a family member</li><li>• Personal or family commitments</li><li>• Extenuating circumstances</li></ul> <p>The school will assess each application on a case-by-case basis. Parents/Guardians are advised to write in via email to your child/ward's Form Teacher in advance where possible.</p> <p><b>Note : Family holidays during school days <u>are not</u> considered as valid reason.</b></p>

# Class Procedures

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## BT Kit

- To be kept in bag at all times
- Serves as a channel of communication
- Teach your child to check it daily for any homework and/or reminders

## Plastic folder

- To be kept in bag at all times
- For worksheets and other handouts
- Teach your child to pack it daily

## All belongings including water bottle and lunchbox

- To be labelled clearly with name and class
- Form teachers will direct students to school Lost and Found corner  
(Shelf outside School Library)

## **Items to bring on 2 Jan 2026 (Friday)**

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- A storybook
- Colour pencils
- Water-bottle
- Lunch box (optional) or \$3-\$5 for recess

***Breakfast with your child/ward from 9.30am to 10am***

- Light snacks for Snack Time

# Books to bring on 5 Jan 2026 ,Monday

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- STELLAR Handwriting 1
- Maths Practice Book 1A
- Social Studies-Inquiring into Our World Activity Bk 1
- My Physical Education Journal P1
- Form Teacher Guidance Period (FTGP) Journal P1
- BTPS Report Book

*Primary Maths Test Book 1A (not available yet)*

# Books to bring on 6 Jan, Tuesday (Mother Tongue books)

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## **Chinese Pupils:**

- Chinese Language For Primary School Activity Book 1A
- Chinese Language For Primary School Writing Book 1A
- Character and Citizenship Education (Chinese) Activity Book P1

## **Malay Pupils:**

- Malay Language For Primary Schools (CITA) Activity Book 1A
- Character and Citizenship Education (Malay) Activity Book P1

## **Tamil Pupils:**

- Tamil Language For Primary School (THEEN THAMIZH) Workbook 1A
- Tamil Language For Primary School (THEEN THAMIZH) Penmanship P1
- Character and Citizenship Education (Tamil) Activity Book P1

## **For Non-Tamil & Indian Language (NTIL) / Foreign Language & students exempted from Mother Tongue:**

- Character and Citizenship Education (English) Activity Book P1

# Books to bring on 7 Jan, Wednesday

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## A5 Broad Line Exercise Book:

- 1 book for Spelling

## 2 A4 Plus-sized Journals:

- 1 book for English Journal (ELLE)
- 1 book for Math Journal (TOM)

## Subject Files

- BTPS English File (Red)
- BTPS Math File (Blue)
- BTPS Mother Tongue File (Yellow)

# Books to bring on 8 Jan, Thursday

## Art Materials in Art bag/Recyclable Tote Bag (to be kept in school)

- Drawing block
- Oil pastels/crayons
- Coloured markers

## Whiteboard set (including Folder)

- A4 whiteboard
- Whiteboard marker
- Whiteboard duster

# Things to bring daily

- English/Mother Tongue storybook

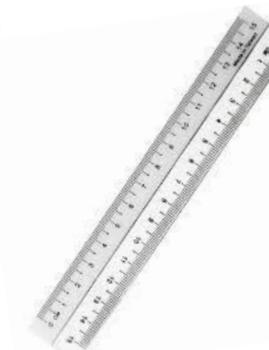
Note : MT storybook on Mon & Tue, English storybook on Wed, Thur, Fri

- Pencil case with **2** pencils, eraser, ruler, glue stick

- Colour pencils

- BT Kit

- Water bottle



- Whiteboard set with **duster** and **1 marker**

- A4 plastic folder for worksheets/forms

- Mother Tongue and Mathematics Textbooks



# Snack Time matters

- Snack time is only about 10 minutes.
- Healthy food, easy to consume at the desk
- Some ideas: buns, biscuits, cereal bars, packet milk, dried fruit and nuts etc.
- Encouraged to pack the food in a **lunchbox**





# Communication Platforms

# Stay Connected!

(from 7a.m. to 5p.m.)

School General  
Office

Email: bukittimahps@moe.edu.sg  
Main Line: 6466 2863

School Website

Form Teachers' email addresses

Other ways

Parents Gateway App (PG)  
BT Kit (Student handbook)

# Parents' Gateway



- Please download the app if you have not done so.
- Notifications from the school will be sent through the app.
- Form Teachers will also send announcements about important class matters.

# QR Code for Finance and Admin Matters



<https://go.gov.sg/btps-p12026-studenthub>

## Mandatory

- 1) MOE Student Details Form by **29 Dec 2025**.  
\*Singpass required.
- 2) Declaration of Medical Information and Learning Needs
- 3) Onboard of Parents Gateway (PG)

## Others

- 4) Giro and Edusave Standing Form
- 5) School uniform and nametag
- 6) Purchase of books
- 7) Student Care Centre
- 8) School Bus Services
- 9) MOE Financial Assistance Scheme

Please take  
the next  
5-10 minutes  
to complete  
the  
survey.  
Thank you.





Q & A