



K1 ORIENTATION DAY

MOE Kindergarten @ Casuarina

Friday 31 October 2025



ADMINISTRATIVE EXECUTIVE

MS MAHFUZAH JUMAAT

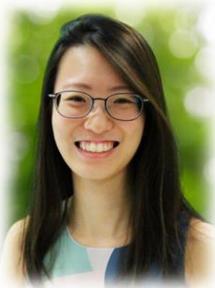
Administrative Executive, MK@Casuarina



MK TEAM



English Language Teachers



Ms Jeodi



Ms Iman



Ms Charlene



Ms Siti



Ms Lim



Mother Tongue Language Teachers



Bian Laoshi



Xiang Laoshi



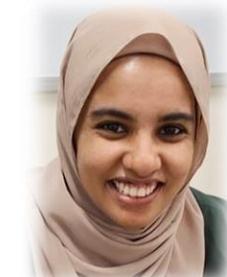
Chen Laoshi



Cikgu Mahirah



Cikgu Sri



Aasiriyan Farhana

ORIENTATION PACKAGE

► MK Family Handbook (e-book)

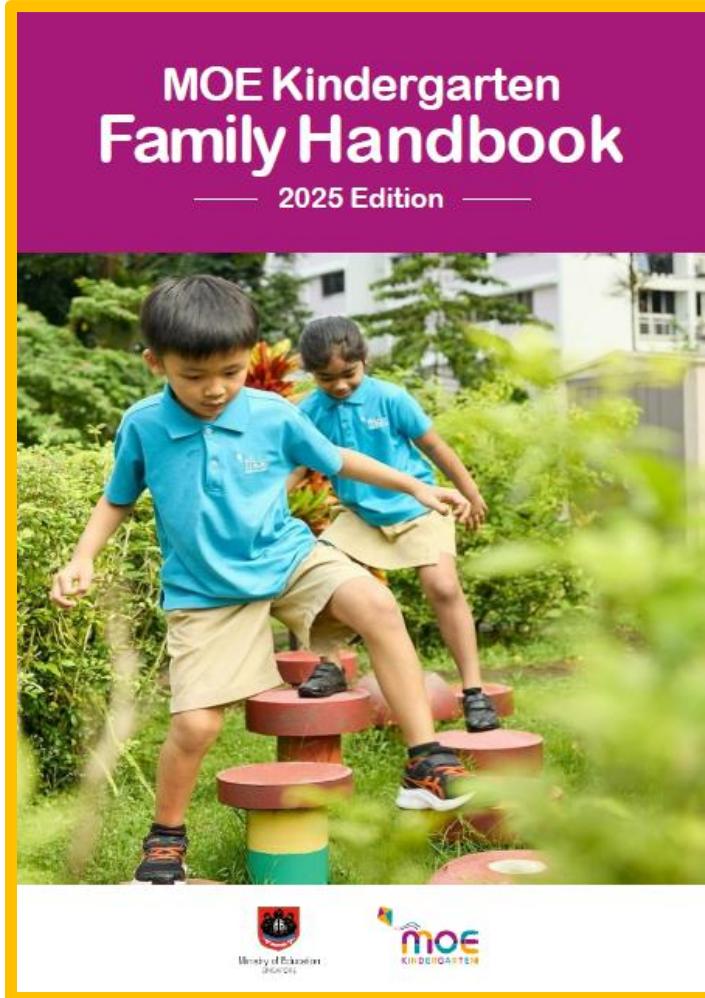
► Forms for Submission (online)

- Infosheet and Acknowledgement Letter for MTL Policy
- Finance Forms (GIRO, KiFAS Application, KCare Additional Subsidy)
- Instructions for MK Child Data Form
- Acknowledgement Form for MK Family Handbook
- KCare introduction letter



ORIENTATION PACKAGE

– MK FAMILY HANDBOOK (e-copy)



- ~  Information and practices in MOE Kindergarten
- ~  Each family will be issued one soft copy of the handbook
- ~  Read and return PDF acknowledgement form via email.



ARRIVAL AND DISMISSAL – AUTHORIZATION PASS

Authorization Passes are to ensure safety of all children, and we seek your cooperation to ensure the security of the MK by having your Authorization Passes with you for entry into the MK.

Parents are to provide the required information and photos for the Authorization Passes via the online MK Child Data Form before the start of school.

You will receive the **Authorization Passes by Fri 2 Jan 2026**.

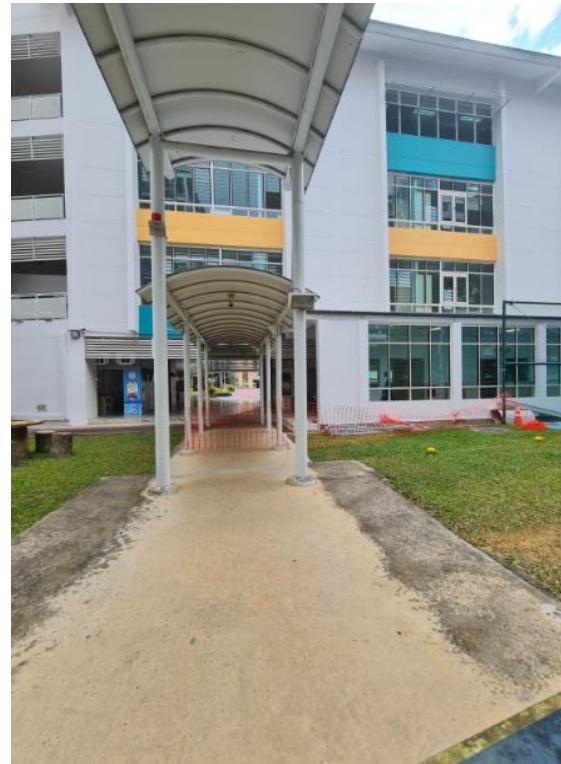
ARRIVAL AND DISMISSAL – AUTHORIZATION PASS

- Each family will be issued **two** Authorization Passes.
- Authorization Passes are required for authorized person(s) (i.e., parents, caregiver) to have access to the designated entry point in the school during drop-off and dismissal times.
- In the event that you or an authorized caregiver is unable to pick your child up on time, please provide us with the name and identity number of the alternative caregiver who will be doing so. We will require the alternative caregiver to produce their identity card or work permit for verification.



ARRIVAL AND DISMISSAL – ENTRY POINT FOR ARRIVAL

Gate C



Enter/EXIT using **Gate C** only.

For security purposes, caregivers need to **present their Authorisation Passes to the security guard on duty** when dropping off or picking up their children **at all times**.



Upon entering from Gate C, follow the pedestrian footpath to MK entrance, **Door A**, for health screening.



Door A: Health Screening Area

Health Screening Area:
Bring your child to the
teachers' station at the
MK entrance, Door A.

IMPORTANT TO NOTE:

- There will be **strictly no parking in the school carpark and no waiting at the driveway.**
- For parents / caregivers who drive, you are **strongly encouraged to park at the nearest carpark.**



Nearest carparks to Gate C

- Block 469 (open carpark behind the school)
- Block 473A (multi storey carpark beside the school)



This map shows the access from Drive 6 into the service road / carpark and the Multi-Purpose Hall 467A (between 467 and 469)



ARRIVAL AND DISMISSAL

- Please take your child to the station at MK entrance, Door A, for temperature and visual health checks. You will then exit via Gate C through the turnstile.
- Health check counters for KCare children will start from 7a.m.
- Health check counters for MK children will start from **7.50a.m. to 8a.m.**
- Late comers will need to press the doorbell at Door A for assistance after 8.05am



ARRIVAL AND DISMISSAL – KCARE

- For evening pick-up, parent/ guardian/ caregiver will proceed to **Door A** to sign out your child from KCare (via Little Lives app).
- Parent/guardian/caregiver will need to **present their Authorisation Pass to the security guard** on duty when sending / picking up their children to / from KCare **at all times.**



KEY FEATURES OF MK CURRICULUM



MK CURRICULUM

- ~ Two flagship programmes: **Hi-Light Programme** and **Starlight Literacy Programme**
- ~ Activities organised around **four broad themes** set within the local context
- ~ Activities with a **distinctive Singapore flavour**
- ~ **Weeks of Wonder (WoW)** projects which encourage self-motivated learning through exploration and discovery



MOE KINDERGARTEN FEE

Monthly fees for 2025

~ **\$160 for Singapore Citizens**

~ **\$320 for Singapore Permanent Residents**

Additional Information

~ Fees are also payable during the school holidays in June and December as fees are calculated on an annual basis and spread over 12 months.

~ There are no additional out-of-pocket costs for complementary programmes such as field trips.

MOE KINDERGARTEN – WITHDRAWAL POLICY

Please take note the examples below MK's withdrawal policy:

Withdrawal Notice Submitted on 1st Calendar Day of the Month

Should parents notify MK of the withdrawal in writing or via email on **1 March**, the child's last day of attendance will be **31 March**, providing at least one complete calendar month's advance notice. In this instance, the March fee must still be paid during the notice period.

Withdrawal Notice Submitted after 1st Calendar Day of the Month

Should parents notify MK of the withdrawal in writing or via email on **2 March** (after 1st calendar day of March), the child's last day of attendance will be **30 April**, providing at least one complete calendar month's advance notice. In this instance, the fees for both March and April must still be paid during the notice period.

MOE KINDERGARTEN – WITHDRAWAL POLICY

Withdrawing your child at any point during the year



Withdrawal notice is served
on **1 May 2026**

May 2026 fees will be
charged



Withdrawal notice is served
on **2 May 2026**

May and June 2026 fees will
be charged

*One complete calendar month's
advance notice is required*



*Public Holiday

KINDERGARTEN FEE ASSISTANCE SCHEME (KiFAS)

What is ECDA KiFAS?

The Kindergarten Fee Assistance Scheme (KiFAS), which is **administered by ECDA**, is a means-tested subsidy to assist families in subsidising kindergarten fees.

How to apply?

- ~ Complete the ECDA KiFAS Application Form (i.e. KF1) with the relevant supporting documents for submission to ECDA through MK
- ~ ECDA will send you an SMS and email to acknowledge your application and its outcome

Eligibility Criteria

- ~ Child must be a Singapore Citizen **and**
- ~ Gross monthly household income of \$12,000 and below or per capita income of \$3,000 and below for larger families (5 or more family members in the same household with at least 3 dependents without income)

Minimum Attendance Requirement

- ~ The child must **attend at least one day per month** at the kindergarten to receive subsidies, unless a valid medical certificate (MC) covers the entire month's absence (subject to ECDA's approval). **MC must state the period of absence for the entire month.**
- ~ MCs for 1 or 2 days will not be substantial to justify a full month's absence.
- ~ Failure to meet the attendance requirement will result in the full kindergarten fee being payable for that month.

What should I do if there is a change in my household financial circumstances or working status?

- ~  Complete the KiFAS application form (i.e. **KF2**) with the relevant supporting documents for submission **to ECDA through MK** for KiFAS re-assessment

- ~  ECDA will send you an application outcome notification. Please ensure that you have provided a contactable mobile number and valid email address to receive the result from ECDA promptly.

COMMUNICATION

We encourage frequent communication between the kindergarten and parents.

Please contact us:

Email: mk_casuarina@moe.edu.sg

Telephone: 6568 8782



On To A Strong Start!



Thank you!

KCARE TEAM

MK@CASUARINA



KINDERGARTEN CARE



Discover



PLAY



Explore



KINDERGARTEN CARE (KCARE)

Parents who require a full-day service for their children who are enrolled in MK can apply for the KCare service.

KCare provides care services, and **time** and **space** for children to **play, explore** and **discover** through **specially designed environments with carefully chosen resources**.

KCare aims to provide opportunities for children to develop confidence in communicating with others, social skills, self-help skills and values such as responsibility, care and respect.



KCARE TEAM OF MK@Casuarina



Ms Michelle
Centre Supervisor

PROGRAMME STAFF



Ms Jehan

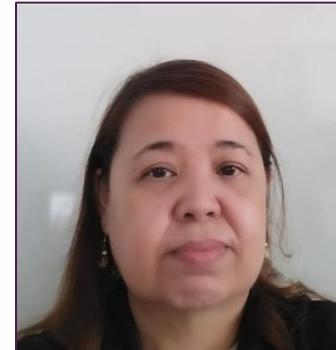


Ms Lina

SUPPORT STAFF



Ms Shila



Ms Karen

KEY FEATURES

Play

Exploration and discovery through play

Importance of play

Large blocks of time for indoor and outdoor play

Importance of continuous periods of time for play

Opportunities for mixed-age play

Benefits of mixed-age play and interaction (K1 and K2)

Environment

Specially designed environment and carefully chosen resources

Importance of environment

Children's autonomy in deciding what and how to play within the created environment

Benefits of child-initiated play

KCARE PROGRAMME

Modular Activities provide opportunities for continuity of children's experiences in different areas of interest across a week. By entering **immersive environments** that excite them to **explore and discover through play**, children get to engage in **deeper** and **more complex** forms of play.

Modular Activities	Purpose
Art & Craft	For children to imagine and create
Tinkering	
Cookery	For children to develop independence and self-help skills
Music, Movement & Dramatisation	For children to develop confidence and communication skills
Gardening (outdoor)	
Sand & Water Play (outdoor)	For children to find out more about the world around them

KCARE PROGRAMME

Modular Activities (Indoor)



Art & Craft



Cookery



Music, Movement & Dramatisation



Tinkering

KCARE PROGRAMME

Modular Activities (Outdoor)



Gardening



Sand and Water Play

KCARE PROGRAMME

Free Play provides opportunities for children to choose what and who they want to play with, and how they want to play. They take place in four areas that provide children with a range of play experiences that can inspire their **creativity and imagination**.

Indoor Free Play

Outdoor Free Play

Construction and Manipulative Free Play



Dramatic Free Play



Outdoor Free Play



Sand and Water Free Play



Nurturing reading among the children is also important and **Dedicated Reading Time** is provided for children to be engaged in reading daily.

KCARE ROUTINES AND ENVIRONMENT

Health Check Areas



*Parents/Caregivers to leave after health check is cleared.

KCARE ROUTINES AND ENVIRONMENT

Outdoor Environment

Specially designed Sand & Water play area and Sensory Garden for children to use their five senses to explore and find out about the world around them



Sand & Water Play Area



Sensory Garden

A TYPICAL DAY

Sample Timetable (PM KCare)

Time	Activity
12.00 pm – 12.30 pm	Arrival in KCare and Health Check
12.30 pm – 2.30 pm	Lunch, Clean-up, Rest/Nap
2.30 pm – 3.30 pm	Modular Activities (Indoor) / Indoor Free Play
3.30 pm – 3.45 pm	Afternoon Snack
3.45 pm – 4.00 pm	Dedicated Reading Time
4.00 pm – 5.00 pm	Modular Activities (Indoor/Outdoor) / Indoor/Outdoor Free Play
5.00 pm – 7.00 pm	Indoor / Outdoor Free Play, Quiet Time and Dismissal

HOLIDAY PROGRAMME

Sample Timetable

Time	Activity
7.00am - 9.00am	Arrival and Health Check, Breakfast
9.00am - 10.30am	Holiday Activities (including 15 mins of dedicated reading time)
10.30am - 11.00am	Morning Snack
11.00am - 12.00pm	Modular Activities/ Indoor or Outdoor Free Play
12.00pm - 1.30pm	Lunch and Wipe Down
1.30pm - 3.00pm	Quiet Time (including nap)
3.00pm - 3.30pm	Afternoon Snack
3.30pm - 5.00pm	Modular Activities Indoor and / or Outdoor Free Play (including 15 mins of dedicated reading time)
5.00pm - 7.00pm	Indoor and Outdoor Free Play / Dismissal

KINDERGARTEN

SUGGESTED PACKING LIST

Suggested Daily Packing List

1. One extra set of MK uniform to change into every day
2. A plastic bag to store wet or dirty clothes
3. Small towel
4. Hair accessories for girls (e.g. comb and rubber band)

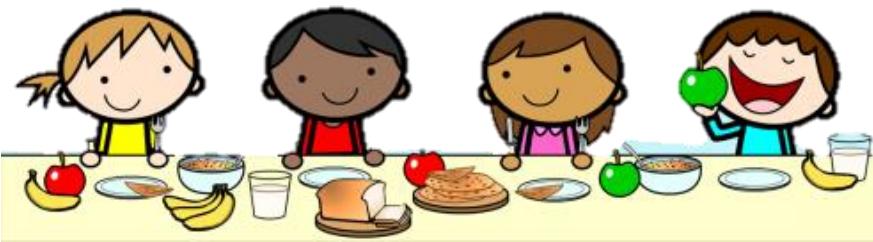
Optional:

1. Small Pillow/Blanket (to bring home everyday, needs to be kept in a zipped up bag)

Please ensure all items are labelled.

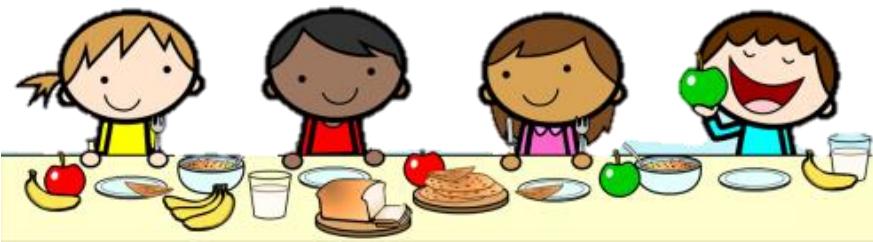
SAMPLE LUNCH MENU

Monday	Tuesday	Wednesday	Thursday	Friday
Steamed Rice	Spaghetti in Cream Sauce	White Bee Hoon	Macaroni in Soup	Stir Fried Thick Bee Hoon
Chicken Char Siew	Minced Chicken	Steamed Siew Mai	Chicken Fillet	Black Sauce Fish
Vermicelli Long Cabbage	Button Mushroom and Carrot	Cabbage in Superior Sauce	Stir Fried Spinach	Cabbage with Mushroom
Carrot Soup	Cabbage Soup	Corn Soup	Chicken Soup with Tofu	Chinese Cabbage Soup
Apple	Banana	Pear	Honey Dew	Watermelon



SAMPLE BREAKFAST/TEA BREAK MENU

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Cereals with milk	Wholemeal bread w/ Blueberry Jam	Banana Cake	Biscuit	Honey Cake
Week 2	Cereals with milk	White bread w/ Strawberry Jam	Cheese Cake	Butter Bun	Pandan Cake
Week 3	Cereals with milk	Wholemeal bread w/ Blueberry Jam	Biscuit	Vanilla Bun	Honey Cake
Week 4	Cereals with milk	White bread w/ Strawberry Jam	Banana Cake	Biscuit	Pandan Cake
Week 5	Cereals with milk	Wholemeal bread w/ Blueberry Jam	Mini Muffin	Butter Bun	Honey Cake



SCHEDULE FOR FIRST 2 DAYS OF SCHOOL

For K1 children enrolled in MK:

Time	Programme
8.00 am - 9.50am	MK
9.50 am - 12.00 pm	KCare

KCARE FEE

Monthly fee for KCare in 2025

Singapore Citizen	Singapore Permanent Resident
\$220 (Fee after \$150 basic subsidy)	\$370



KCARE FEE – SUBSIDIES

KCare subsidy is administered by MOE and provided in 2 tiers:

Basic Subsidy (BS)

- ~ All Singapore Citizen (SC) children are eligible for and automatically given a Basic Subsidy of \$150 per month.
- ~ No separate application is required

Additional Subsidy (AS)

- ~ Provided in addition to Basic Subsidy upon approval of the AS application
- ~ Tiered according to income level and provided to eligible applicants who meet the eligibility criteria

KCARE FEE – SUBSIDIES

Eligibility Criteria for KCare Additional Subsidy (AS)

- ~  Child must be a **Singapore Citizen** and an existing beneficiary of the ECDA KiFAS subsidy* upon subsidy application
- ~  The applicant for the application must be the mother or single father
- ~  The applicant must work **56 hours or more per month**
- ~  Gross monthly household income of \$12,000 and below or per capita income of \$3,000 and below for larger families (5 or more family members in the same household with at least 3 dependents without income)

*The Kindergarten Fee Assistance Scheme (KiFAS), which is administered by ECDA, is a means-tested subsidy to assist families in subsidising Kindergarten fees. The evaluation and eligibility of KCare AS depend on the outcome of ECDA KiFAS application. ECDA KiFAS and MOE KCare AS Household Income (HHI) and Per Capita Income (PCI) tiers are aligned.

KCARE FEE – SUBSIDIES

Minimum Attendance Requirement

-  The child must meet the **minimum attendance requirement of one day per month** at the centre to receive subsidies, unless a valid medical certificate (MC) covers the entire month's absence (subject to MOE's approval). **MC must state the period of absence for the entire month.**
-  MCs for 1 or 2 days will not be substantial to justify a full month's absence.
-  Failure to meet the attendance requirement will result in the full KCare fee being payable for that month.

KCARE FEE – SUBSIDIES

Can Non-Working Individuals Apply for KCare Additional Subsidy (AS)?

- ~ A working applicant refers to one who works 56 hours or more per month
- ~ If the applicant is on No-Pay Leave, you will be considered as non-working as you do not meet the required criteria of working at least 56 hours per month.
- ~ AS can be granted with special approval, on a case-by-case basis, and will require supporting documents. If granted, the **amount and duration will depend on your circumstances.**
- ~ For applicants who are not working, you may apply for AS if you are:
 - Seeking employment
 - Enrolled in course / training that is at least 56 hours a month
 - Medically certified unfit for work (e.g. due to pregnancy complications, hospitalisation, illness and/or permanent disability etc)
 - Caring full-time for family member due to medical reasons
 - Caring full-time for younger child aged 24 months & below
 - Receiving MSF's ComCare or under HDB Public Rental Scheme

KCARE FEE – SUBSIDIES

How do I apply for KCare Additional Subsidy (AS)?

Online Application

- ~  Applicants must submit their application for KCare AS online via this link :
<https://go.gov.sg/kcare-application>
- ~  Authentication through **Singpass login** is required
- ~  One application is required for each child

Special Cases

- ~  Non-parent applicants (e.g., legal guardians, foster parents, grandparents, relatives, and children's home representatives) will be required to submit relevant supporting documents.

Processing Time

- ~  The average processing time is about **8 weeks from the point of application submission or ECDA KiFAS subsidy approval**, whichever is later.

KCARE ADDITIONAL SUBSIDY ELIGIBILITY CHECKER

You may utilise the KCare Eligibility Calculator available on the MOE website to determine if your child qualifies for the KCare additional subsidy:

<https://moe.gov.sg/preschool/moe-kindergarten/kindergarten-care>

KCare subsidy eligibility checker (applicable for SC child only)

An additional subsidy is also provided and this is tiered according to income levels. Enter the details to check whether your child is eligible for the additional subsidy:

The screenshot shows a web-based form for checking KCare subsidy eligibility. At the top left is a yellow icon of a hand holding a dollar sign. To its right is the text "My monthly household income is" followed by an input field containing "\$ 0". To the right of the input field is a small yellow information icon. Below this section, the text "There are" is followed by another input field containing "0" and the text "people in my household." In the bottom left, there is a statement "I am a working mother or single father of my child." followed by a dropdown menu with the placeholder "Select...". At the bottom left of the form is a blue button with the white text "SHOW ME MY OPTIONS".

My monthly household income is

\$ 0

There are 0 people in my household.

I am a working mother or single father of my child.

Select...

SHOW ME MY OPTIONS

COMMUNICATION

We encourage and appreciate frequent communication between the KCare operator and parents.

We can be reached at:

Email: KCCS@rafflesstudentcare.com

Telephone: 8742 9107

	Term Time	School Holidays
Operating Hours	Monday to Friday 12 pm to 7 pm	Monday to Friday 7 am to 7 pm
(Closed on Saturdays, Sundays, Public Holidays, Teacher's Day, Children's Day and up to 6 additional days each year)		

All registered KCare children will be issued a LittleLives account for direct communication between parents and centre staff.

Download “Little Lives Family Room” app.

LITTLE LIVES FAMILY ROOM

1. Broadcast messages

- School Closure Dates
- Lunch & Snack Menu
- Festive Notices

2. Weekly Activity & Photo Updates

3. Attendance - Check in / out

4. School Fees Invoice

5. Teacher - Parent Direct Message



REGISTRATION FOR KCARE

1) Confirm your child's place by making the following payment:

- a) \$220 one-month deposit (\$370 for Permanent Residents)
- b) \$220 first month fee (\$370 for Permanent Residents)

Total **\$440** (for Singapore Citizen child)
or **\$740** (for Permanent Resident child)

You can transfer the fees to us through:

- Internet Banking (OCBC A/C No: 072-131371-5)

- PayNow



**Remember to key in your child's name and level under Reference.
E.g. "John Tan Xiao Ming K1"**

REGISTRATION FOR KCARE

- 2) Complete and submit the KCare GIRO form to the MK admin office. Child Development Account (CDA) account can be used for subsequent monthly fees. This process will usually take about 6 - 8 weeks.
- 3) Register your child online at *go.gov.sg/kcare-application*
- 4) Apply for Additional Subsidy at *go.gov.sg/kcare-application*
*optional

THANK YOU!

