



8 January 2026

TERM 1 NOTE FOR PARENTS AND GUARDIANS - JANUARY 2026

A. GREETINGS FROM THE PRINCIPAL'S DESK

Dear Parents / Guardians,

“Growing Together, Ready for Tomorrow”

As we start the year together, I would like to express my sincere appreciation for your continued trust and support. Your involvement helps us nurture Caring Hearts, Enriched Minds and Determined Spirits in every child.

I would also like to thank our dedicated staff for their care and commitment to our students. Their daily efforts in teaching and pastoral care play an important role in supporting our students' learning and well-being. To our staff who have moved on to new chapters in their professional journeys, we thank them for their valuable contributions to the school. We also welcome new staff who have joined our school and together, we continue to be anchored in our strong culture of care.

As part of the school's ongoing efforts to strengthen holistic development in our students, we have conducted a review of our Co-Curricular Activities (CCA) programme, including our niche and modular CCAs. Guided by the perspectives of our students and staff, the refreshed programme will offer a broader range of opportunities across domains to support students' interests and development at different stages. More details on the CCA arrangements will be shared with parents separately.

We have also reviewed the structure of our after-school programmes, adopting a more targeted approach to better support diverse learning needs, student well-being and holistic development. We will also continue to place strong emphasis on strengthening teacher-student relationships and fostering positive peer relationships, recognising that strong relationships are foundational to students' engagement, confidence and sense of belonging.

Towards the end of last year, the school embarked on a strategic planning journey to chart our direction for the years ahead. This process focuses on strengthening teaching and learning, student well-being, and partnerships with parents and the wider community, so that our programmes remain relevant and responsive to students' needs, while nurturing students who care for others, engage deeply in learning, and demonstrate resilience in the face of challenges.

We look forward to working closely with you in partnership to support our students' learning and development. Together, we can continue to build a school environment where every child is supported to grow with confidence and purpose.

Here's to a fulfilling and meaningful year ahead!

Yours truly
Mrs Quek-Chua Leng Yin
Principal

A. WELCOMING NEW STAFF MEMBERS TO CPS

We would like to warmly welcome the following staff members to our Concord family. They are:

1. Mdm Chia Ei Ei, HOD Curriculum & Innovation
2. Mdm Shalini Thanakodi, Year Head (Middle Primary)
3. Mr Lim Chin Boon Matt, HOD Mathematics
4. Mdm Chong Ning Shuang Lynn, Teacher
5. Mr Chen Xiang Hao, Teacher
6. Mdm Nur Amirah Binte Azman, Teacher

B. THANKING OUTGOING STAFF MEMBERS

We would like to thank the following staff members for their dedicated service and wish them all the best in their future endeavours:

1. Mr Andrew Lee, Vice Principal (Admin)
2. Mr Kumaran s/o Veerapandian, Year Head (Upper Primary)
3. Miss Norishah Bte Anwar, HOD EdTech (covering)
4. Mdm Siti Khamsiah Bte Sapuan, SH/National Education & Social Studies
5. Mr Muhammad Hafiz Bin Mohamed Osman, Teacher
6. Mdm Chan Liea Sun, Teacher
7. Mdm Goh Seow Wen Tracy, Teacher
8. Mr Tan Yian Chye Henry, Operations Manager

C. STUDENT HEALTH AND DAILY ATTENDANCE

(Mdm Salbiah Abas, Vice Principal [Academic])

The safety of our students is of utmost importance. We seek parents' understanding and assistance to keep our school a safe environment for students.

If your child is unwell, please ensure that he/she stays at home and seeks medical attention if necessary. If your child is recovering from respiratory-related illnesses, please encourage him/her to exercise social responsibility (e.g., by wearing a mask, minimising social interactions with big groups).

We appreciate your support and will continue to work with you closely. Let us all do our part to exercise personal and social responsibility and stay safe.

If your child is not reporting to school (even for non-health reasons), please inform the school via Parents Gateway (under student absence that can be found in the services tab). Both the Form Teachers and the General Office will be notified.

D. GENERAL REPAIRS & RENOVATIONS (GR&R)

(Mdm Salbiah Abas, Vice Principal [Academic])

Towards the end of last year, the school undertook GR&R to enhance the school's safety, functionality and overall learning environment. Works completed include a fresh coat of paint in classrooms and selected school areas, as well as

enhancements to facilities and the school façade, such as increasing the height of railings and installation of rain breakers. These efforts were guided by the objective of maintaining a safe, conducive and well-maintained school environment that supports effective teaching and learning.



Installation of Rain Breakers



Fresh Coat of Paint for the School Façade

E. ROAD SAFETY

(Mdm Salbiah Abas, Vice Principal [Academic])

The school's Traffic Management Plan can be found on the school website at the top navigation bar under "For Parents" > "Traffic Management Plan".

For parents driving in and out of the school, please exercise care and patience, especially during the morning peak hours i.e. 7am to 7.30am. The situation during this period is very challenging due to the many concurrent competing needs at the main gate junction - vehicles entering and leaving, pedestrians crossing, the need to optimise the traffic flow in tandem with the traffic light crossing along Choa Chu Kang Ave 4.

Drivers should also note that, when exiting the school main gate, they should pay particular attention to passing pedestrians and cyclists, especially those coming from the left.

Parents/Guardians may wish to consider using Gates 4 and 12 (which are besides Blk 446 and Blk 451 respectively) as alternative drop off points which also provide safe and sheltered access into the school.

Please be reminded to adhere to the speed limit (15km/h) when driving in the school compound and to also drop off your child/ward only at the designated area at the foyer.

F. CYCLING TO SCHOOL

(Mdm Salbiah Abas , Vice Principal [Academic])

Please note that cycling is a lifestyle choice and is not encouraged as a mode of transport to and from school for students.

Given the hazards that cyclists may encounter, the school is concerned about the safety of students who cycle to school. Besides having limited parking space in the campus, the school observed that some bicycles may not be properly maintained and some student cyclists do not wear safety gears e.g. helmets and lock their bicycles.

If you do permit your child to cycle to school, please remind your child to take the necessary safety precautions such as ensuring the bicycle is in good working condition, that they always wear protective gears and proper shoes (if there are shoelaces, they should be properly tied), and they should not use their mobile phones or listen to music through earphones while cycling. The bicycle should only be parked at the designated rack beside the guard house and be removed at the end of each day. The school will not be responsible for the loss of, or any damage to, your child's bicycle.

G. REPORTING TIME AND ATTIRE FOR STUDENTS

(Mr Mohammad Hisham , HOD Student Management)

As part of our ongoing efforts to uphold a safe, orderly and respectful learning environment at Concord Primary School, we seek the continued partnership of parents/guardians in reinforcing the following school expectations with your child/ward.

- **Punctuality & Reporting Time**

Punctuality reflects responsibility, respect for routines, and readiness to learn. We appreciate parents' support in ensuring that students arrive in school on time each day.

- All students are to arrive in school **by 7.25 a.m.**
- Students must be **in their classrooms or the hall** for the singing of the National Anthem and the taking of the Pledge, which commence **promptly at 7.30 a.m.**
- Students who are not present at this time will be **marked late**.

Consistent punctuality supports students in developing positive habits that contribute to both academic engagement and character development.

- **School Attire and Grooming**

Students are expected to be **neatly attired at all times** in accordance with school guidelines, as personal presentation reflects self-discipline and respect for the school community.

- Shoes must be **white**.
- Hairstyles must be **neat and appropriate**; fringes should not touch the eyebrows.
- Fancy or unconventional hairstyles are not permitted.

For full details, please refer to **pages 20-22 of the Student Handbook 2026**.

H. USE OF SMARTPHONES AND SMARTWATCHES

(Mr Mohammad Hisham , HOD Student Management)

To support a conducive learning environment, we seek your partnership in reinforcing the school's policy on usage of smartphones and smartwatches:

- **During School Hours:** Students are not allowed to use smartphones or smartwatches* during school hours, including recess, CCAs, and after-school programmes. This ensures minimal distractions and encourages active student engagement in school activities.
- **Before and After School:** Smartphones must be kept in lockers provided outside classrooms before school starts and can only be retrieved after school ends. Students are solely responsible for the safekeeping of their devices.

- **Designated Usage Areas:** After school hours, smartphones and smartwatches may only be used at the foyer outside the General Office and near the security guard post to maintain order and safety in school.
- **Examinations:** Smartphones and smartwatches are strictly prohibited during school and national examinations to uphold the integrity of assessments.

* Non-telecommunication devices such as the POSB Smart Buddy Watch, which is used for contactless payments in school, are permitted. However, pairing POSB Smart Buddy Tags with devices like myFirst Fone is not allowed in school.

By adhering to the above guidelines, we aim to help students cultivate healthier screen use habits, instill self-discipline and responsible usage of technology in our students. For more details on other guidelines for use of EdTech resources, please refer to page 18-19 of the **Student Handbook 2026**. We appreciate your support in shaping positive habits and values in our students.

I. USE OF PERSONAL DATA FOR SCHOOL'S PUBLICITY PURPOSES

(Mdm Salbiah Abas, Vice Principal [Academic])

Under the Personal Data Protection Act, photographs and video images of an individual are considered personal data. We would like to inform you that photograph(s) or video image(s) of students and parents/guardians of our school may be taken during school activities and events such as classroom lessons, CCA, school camps, or school concerts. The school may use and publish such photographs or video recordings in school publications, the school's website, social media channels, or other communication channels. The school may use and publish such photographs and/or video recordings in our school publications, official school website and other communication channels.

For your information, the above is also mentioned in page 11 of your child's **Student Handbook 2026**

J. MOE FINANCIAL ASSISTANCE SCHEME

(Mdm Norhafizah Pungut, Administration Manager)

The Ministry of Education (MOE) provides financial assistance to needy Singaporean students. The income criterion is \$4,000 or below (Gross Household Income) and \$1000 or below (Per Capita Income). You may apply via the MOE website <https://www.moe.gov.sg/financial-matters/financial-assistance>.

K. PHOTOTAKING FOR PRIMARY 1 AND PRIMARY 6 STUDENTS FOR THE SCHOOL SMART CARDS (SSC) – 9 FEBRUARY 2026

(Mdm Norhafizah Pungut, Administration Manager)

MOE will be conducting the yearly photo-taking exercise for all students in Primary One (P1) and Primary Six (P6) for the purpose of generating the School Smart Card (SSC). The photo-taking will be conducted by SimplyGo Pte. Ltd. (SimplyGo)'s appointed vendor on behalf of MOE. The SSC serves as the student's identification card and can be used for concessionary travel on public transport and to borrow library books from the National Library Board and the school's library, amongst other usage.

The photo-taking session for our school is scheduled on 9 February 2026. Following the photo-taking, P1 students will get their SSCs by mid-March 2026, while the photos for P6 students will be used for the printing of Secondary SSCs when they are promoted to Secondary One in 2027. For P1 students, while pending the receipt of the SSCs, students can continue to use the Child Concession Card for free travel on public transport until 30 April 2026.

L. SEXUALITY EDUCATION IN THE SCHOOL CURRICULUM – THE GROWING YEARS

(Mr Tan Kim Keong, HOD CCE)

The school conducts Sexuality Education lessons for Primary 5 and Primary 6 students as part of Character and Citizenship Education (CCE), with the following objectives:

- Support students in managing their physiological, social and emotional changes as they grow up and develop safe and healthy relationships.
- Guide students to make wise, informed and responsible decisions on sexuality matters.
- Help students develop a moral compass and respect for themselves and others by having positive mainstream values and attitudes about sexuality that are premised on the family as the basic unit of society.

The lessons are conducted by MOE-trained Sexuality Education teachers and focus on the following key messages:

- Love and respect yourself as you love and respect others
- Build positive relationships based on love and respect (which are the foundation for strong families)
- Make responsible decisions for yourself, your family and society
- Abstinence before marriage is the best protection against STIs/HIV and unintended pregnancies. Casual sex can harm and hurt you and your loved ones.

Do visit the school's Sexuality Education webpage (<https://www.concordpri.moe.edu.sg/for-parents/Sexuality-Education-P5-and-P6/sexuality-education-p5-and-p6/>) for more information.

M. CHINESE NEW YEAR CELEBRATION

(Mdm Teoh Kah Min, HOD MTL)

The school will be celebrating Chinese New Year on Monday, 16 February 2026. Our students will have the opportunities to learn more about the Chinese customs and traditions through the festive-themed performances put up by the MTL Department.

On the day of the Chinese New Year celebration, all students will report to school at 7.30am and be dismissed from school at 10.30am. The school bus vendor will be informed of the early dismissal on this day. There will be no school on Tuesday, 17 February 2026 and Wednesday, 18 February 2026. School will resume as per normal for all students on Thursday, 19 January 2026. As part of the school's effort to instill responsibility in our students, extended family holidays during this period will not be endorsed by the school.

To create moments of joy among the students and put everyone in the festive mood, all students are allowed to come to school in their festive attire, with white school shoes and socks. The skirts or dresses for girls must be at least knee length and accessories are not allowed. Students should only bring a small bag containing water bottle, pencil case and a storybook.

On behalf of the school, we would like to wish all who are celebrating the Lunar New Year a Happy and Healthy Year of the Horse.

N. TOTAL DEFENCE DAY COMMEMORATION 2026

(Mr Tan Kim Keong, HOD CCE)

As part of our school's National Education efforts, we will be commemorating Total Defence Day this year with the theme "Together We Keep Singapore Strong." Through a series of age-appropriate activities, students will learn that everyone has a role to play in keeping Singapore safe, resilient, and united.

On 9 February 2026, during Form Teacher Guidance Period (FTGP) lessons, students will take part in reflective classroom activities and lesson packages to deepen their understanding of Total Defence and its importance in our daily lives. As part of our Total Defence Day activities and participation in Exercise SG Ready 2026, students will also experience a simulated power disruption in school. This is a planned learning activity designed to help students understand how they can stay calm, safe, and adaptable during possible disruptions to essential services, such as power supply.

On 13 February 2026, students will participate in interactive activities in the school hall, such as a skit and quizzes, to reinforce key Total Defence messages in an engaging manner. During recess, fun-filled games and activities will also be organised in the canteen to allow students to learn through play.

Through these experiences, we hope to nurture in our students a sense of responsibility, resilience, and care for one another - key values of Total Defence.

O. LEARNING PLATFORMS FOR STUDENTS

(Mdm Teoh Kah Min, HOD ICT [Covering])

(i) Student Learning Space (SLS)

The Student Learning Space (SLS) is one of MOE's key initiatives that aims to encourage students to take greater ownership of their learning through meaningful use of technology. It is an online platform where students have access to quality learning resources that enables them to carry out their learning beyond the confines of the classroom, and at their own pace.

All Primary 1 to Primary 6 students have been provided with a Student Learning Space (SLS) account to facilitate their learning beyond the classroom. Students can log in to SLS using their SLS or MIMS Account Username and Password, which can be found on page 30 of their Student Handbook. Parents and students may access the school website for more information on login-related matters concerning the Student Learning Space and Frequently Asked Questions (FAQs).

If your child/ward is unable to log in to the Student Learning Space (SLS) Portal, please complete the online form at <https://go.gov.sg/concordsls>. Alternatively, you may inform your child's/ward's Form Teacher. We will try our best to respond to you within 3 working days.

(ii) Student iCON

Student iCON is a suite of Google apps that helps to better support students' learning and collaboration with others. All Primary 1 to Primary 6 students have been provided with an individualised email account. This is a managed service leveraging Google Mail as part of Google Workspace. The Student iCON email will be used throughout your child's/ward's general education school life (i.e., until the end of secondary school/JC).

Student iCON can be accessed from <https://workspace.google.com/dashboard>. Students may log in to Student iCON using their MIMS Username and Password, which can be found on page 30 of their Student Handbook. Please note that the MIMS Username is also the student's iCON email address.

If your child/ward is unable to log in to Student iCON, please complete the online form at <https://go.gov.sg/concordsls>. Alternatively, you may inform your child's/ward's Form Teacher. We will try our best to respond to you within 3 working days.

P. SCHOOL'S CALENDAR OF EVENTS

(Mdm Teoh Kah Min, HOD ICT/EdTech [Covering]) or (Mr Tan Kim Keong, HOD DKM [Covering])

The school has uploaded the Calendar of Events for Term 1 and updated school closures on the school website (<https://www.concordpri.moe.edu.sg/>) under the 'For Parents' section. We strongly encourage you to refer to the calendar and dates of school closure, and take note of your child's programmes for the term. These may include learning journeys and CCA-related activities.

Q. UPDATES TO OUR CCA PROGRAMME FOR 2026

(Mr Aidil Sharil, HOD PAM)

The school has conducted a review of our niche CCAs (nCCAs) and modular CCAs (mCCAs), supported by surveys with students and staff to better understand their interests and aspirations.

From this year onwards, our CCA programme will feature a wide range of CCAs across different domains. These enhancements are designed to better meet the current needs of our students by providing more opportunities for them to explore their interests, discover new passions, and develop their talents. To broaden students' exposure to diverse activities, the modular CCA programme will be organised as cohort- and/or level-based experiences.

CCA Programmes

Sports & Games	Visual and Performing Arts	Clubs & Societies	Uniformed Groups
Basketball (Boys)	Brass Band	Art & Craft Club	Scout
Floorball (Boys)	Choir	Environmental Club	
Floorball (Girls)	Dance (Indian)	Media & Communications Club	
Sepaktakraw (Boys)	Dance (International)	InfoComm Club	
Volleyball (Girls)			

The enhanced CCA framework aims to support students with specific interests and strengths, as well as those who are looking to build new skills through the CCA Experience and CCA Development programmes.

Students will begin their CCA Experience journey from Primary 3. More information on the CCA Experienza for Primary 3 students and the Expression of Interest process will be shared separately via Parents Gateway.

R. PARENT ENGAGEMENT SESSIONS (TERM 1)

(Mdm Siti Rianawati, HOD EL)

As part of the school's on-going efforts to engage and update parents, we are organising a series of engagement sessions. These upcoming sessions aim to help parents better understand level-specific requirements and their child's progress. Parents are strongly encouraged to attend the sessions to stay informed and support their child's educational journey.

Events	Level – Date/ Day /Time		Venue
1) P2-P6 Parents' Briefing	P2	19 Jan 2026 (Mon) / 4.00 - 5.15 p.m.	Google Meet
	P3 & P4	22 Jan 2026 (Thu) / 4.00 - 5.15 p.m.	
	P5 & P6	23 Jan 2026 (Fri) / 4.00 - 5.15 p.m.	
2) P1-P6 Parent-Child-Teacher-Conference	13 Mar 2026 (Fri) / 8.00 a.m. – 5.00 p.m.		Classrooms

Further details will be provided via Parent's Gateway by your child's form teacher nearer to the date of the sessions.

S. MAINTAINING AN ACCEPTABLE SCHOOLBAG WEIGHT

By the end of the first week of Term 1, the teachers would have collected most of your child's books to be kept in the classroom. Certain textbooks will remain with him/her for ease of reference and revision.

Now is also a good time to check if your child's schoolbag is of an acceptable weight. Here are some tips to aid you:

1. The weight of the child's bag should not be more than 15% of his/her weight;
2. If the bag is heavy for you, it is too heavy for the child;
3. Check the bag periodically to ensure that your child brings only what is necessary.