



**FIRST TOA PAYOH PRIMARY SCHOOL**  
**7 LOR 8 TOA PAYOH**  
**SINGAPORE 319252**  
**TEL: 6256 7822 FAX: 6256 1102**  
Website address : <http://www.firsttoapayohpri.moe.edu.sg>  
Email address : [ftpps@moe.edu.sg](mailto:ftpps@moe.edu.sg)

School Notification: 128/2025

6 October 2025

MEMO 10 of 2025

Dear Parents/Guardians,

Warmest greetings to all of you.

### 1. Achievement, Affirmation and Appreciation

We would like to take this opportunity to congratulate the following student for her outstanding achievement:

Name of Student	Award / Recognition
Ma Keran (P5 Respect)	National Bilingual Creative Writing Competition 2025 (Merit Award)

### 2. New Staff on Board

We are excited to welcome a new addition to our School Admin team. Ms Ashley Low Yi Jie has joined us as our new Administration Manager, effective 29 September 2025. We look forward to the energy, experience, and fresh perspectives she brings to the role.

Additionally, we would like to share that Ms Rajeshwari D/O Thangasami, Centre Head for our MOE Kindergarten will be posted to another MOE Kindergarten @ Springdale with effect from 27 November 2025. Ms Priscilla Toh Oi Leng will be appointed as the next Centre Head here. Ms Toh is currently the Centre Head of MOE Kindergarten @ Horizon and she brings with her a wealth of experience as an Early Childhood educator who has supported the management of centres with diverse needs.

Let's extend our warmest welcome and support to all as they embark on these new chapters!

### 3. Citizenship and Character Education

For October, the 'Value of the Month' is **Integrity**. Our foci are as follows:

**Habit 1 Be Proactive: I do not blame others for my wrong actions.**

**Habit 1 Be Proactive: I do the right thing without being asked, even when no one is looking.**

Integrity involves showing acts of honesty and being willing to admit mistakes made. Using the GSAC (Golden Rule, School, Adults and Consequences), we explicitly teach our students how to exercise responsible decision making and demonstrate integrity. For more information about GSAC, please refer back to Annex A-1.

#### **4. Road Safety Measures**

We always stress the need for our students to be alert, responsible, and considerate when crossing roads or walking near heavy traffic. They are reminded to wear proper safety gear, such as helmets and protective pads, when riding bicycles, kick scooters, or similar devices, and to follow traffic rules carefully. In addition, we guide them to practise good etiquette on public transport, including queuing safely, giving way to others, and behaving responsibly throughout the journey. We need your support in reinforcing these habits at home. Together, we nurture safe and responsible commuters who embody our school values of Respect, Love, and Responsibility by caring for themselves and others.

#### **5. Bullying**

We believe every child deserves to learn and grow in an environment where they feel safe, respected, and cared for. Bullying of any kind has no place in our school, and we take every concern seriously. The school has zero tolerance for all forms of hurtful behaviours, and consequences will be administered. However, we believe that education and prevention are equally important. Our students must learn from their actions and make wise choices. We want our students to live out our school values, show care for others and stand up for what is right. By working closely with parents, we strive to build a strong partnership to guide our children towards making positive choices and creating a community where everyone feels safe and happy.

#### **6. Changes to School Uniform with effect from 2026**

We would like to remind all parents again of the upcoming changes made to our school uniform. These updates include a refreshed school logo that will be featured on the PE T-shirts, school shirts, and blouses. And for girls, the current skirt design will be replaced with a skort to enhance comfort and practicality. The new uniform items will be available for purchase from mid-November 2025.

To support a smooth transition, a gradual phase-in period will be implemented, giving parents ample time to make the necessary adjustments.

#### **7. End-of-Year Examinations for P3 to P5 students**

The end-of-year examination for P3 to P5 students will begin on Tuesday, 7 October 2025. Please be informed that there will be **no make-up sessions** for the end-of-year examination if your child/ward is absent. In the event that your child/ward is unwell on the day of the exam, kindly bring him/her to see a doctor and obtain a medical certificate. The medical certificate should be submitted to the teacher when your child/ward returns to school.

The well-being of your child/ward is our utmost priority, and rest assured that they will not be penalized for missing the end-of-year examination. While the exam is part of the overall assessment, please note that the school evaluates your child's/ward's progress through various means, including daily work, performance tasks, and termly weighted assessments throughout the year.

Your child/ward will also have the opportunity to attempt the exam paper as practice once they are back in school and feeling better.

#### 8. PSLE Marking Exercise – From Mon, 13 October to Wed, 15 October 2025

Students need not report to school on these **three** days, except for selected activities that teachers have scheduled students to return for. The Student Care Centre will operate from 7.30 am to 7.00 pm on these three days.

School will resume on Thursday, 16 October 2025. We seek your understanding and cooperation that there should be no extension of the school holidays unless supported by valid reasons.

#### 9. Deepavali Celebrations – Wed, 22 October 2025

Deepavali falls on Mon, 20 October 2025 and students do not need to report to school. The school's celebrations will be held on Wed, 22 October 2025. We would like to take this opportunity to wish all our Hindu staff, students and their families a very Happy Deepavali.

#### 10. School Activities (7 October 2025 to 21 November 2025)

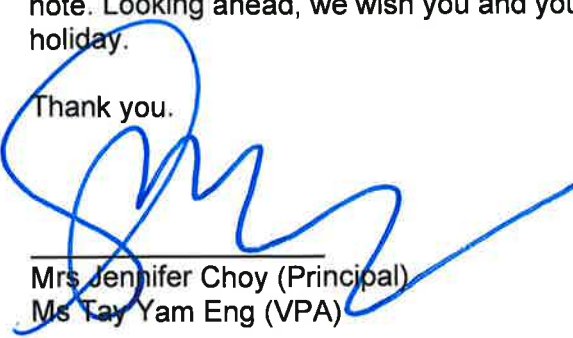
The school will provide further details as necessary closer to the date, otherwise the schedule below serves as a notification.

Date	Activities	Levels & Classes Involved	Attachment/ Reply Slips
Tues, 7 October 2025 to Thurs, 30 October 2025	End-of-Year Examination (Please refer to EYE Timetable for details)	P3 to P5	Ref to LTP dated 31 Jul 2025 (Annex A(P3)/B(P4)/C(P5))
Mon, 13 October 2025 to Wed, 15 October 2025	PSLE Marking Exercise <i>* Students need not report to school on these days, except for selected activities that teachers have scheduled students to return for.</i>	All	
Mon, 20 October 2025	Public Holiday – Deepavali	All	
Wed, 22 October 2025	Deepavali Celebration	All	

Date	Activities	Levels & Classes Involved	Attachment/ Reply Slips
Fri, 7 November 2025	MK Orientation (PM)	Parents of K1/2026 (Face-to-Face session)	
	Primary 1 Admin Brief (PM - Online)	Parents of P1/2026 Students (via Webinar)	
Mon, 10 November 2025	Admin Day for results processing – All students need not report to school	All	
Wed, 19 November 2025	P6 Graduation Lunch	P6	
Wed, 19 November 2025	Affirmation Ceremony (AM)	P1 and P2	<i>Students will be notified closer to the date</i>
Fri, 21 November 2025	Affirmation Ceremony (AM)	P3 – P6 Award recipients, invited guests and all P6 and P5 students.	
	P1 to P4 students need not report to school	<b>8 students from each P3 and P4 class will be selected to attend.</b>	

As we approach the end of Term 4, let us celebrate your child's/ward's growth and success throughout the year. Your unwavering support and encouragement have played an important role in their journey, and we are confident that they will finish this term on a strong and positive note. Looking ahead, we wish you and your family a well-deserved restful and joyful year-end holiday.

Thank you.



Mrs. Jennifer Choy (Principal)  
Ms. Tay Yam Eng (VPA)