



GREENWOOD PRIMARY SCHOOL

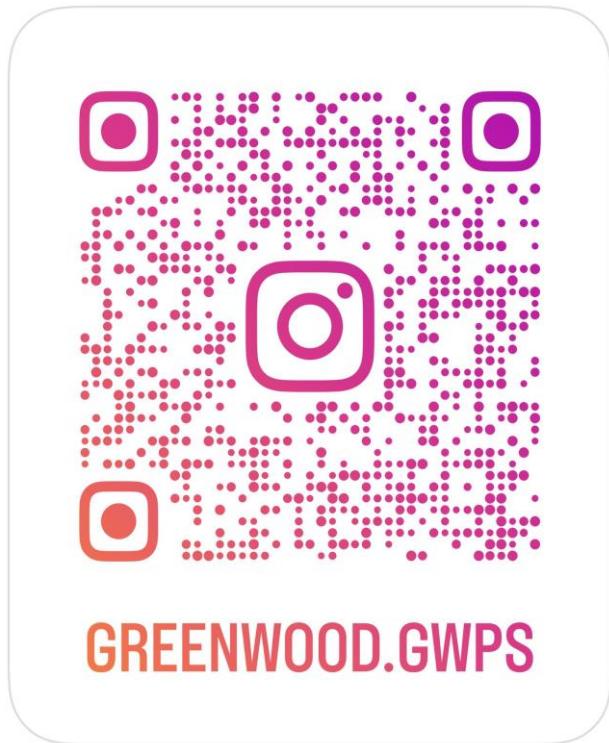
P1 Orientation 2022





Check us out and follow us!

Instagram QR code



Facebook QR code





WELCOME TO THE GREENWOOD FAMILY!



Our Vision

Motivated Learners

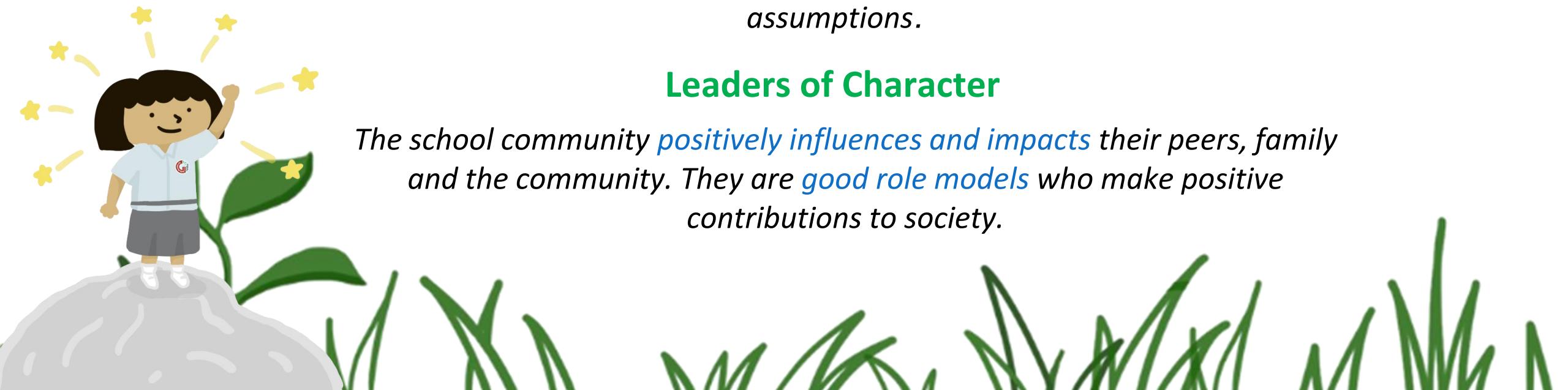
*The school community is passionate about learning for life.
We are self-directed learners and collaborators who seek to give our best.*

Critical Thinkers

The school community considers and articulates multiple perspectives to solve problems innovatively. We are inquisitive and reflective in examining our own beliefs and assumptions.

Leaders of Character

The school community positively influences and impacts their peers, family and the community. They are good role models who make positive contributions to society.



Our Mission

To nurture individuals to become
lifelong learners and responsible citizens through a
well-rounded education.



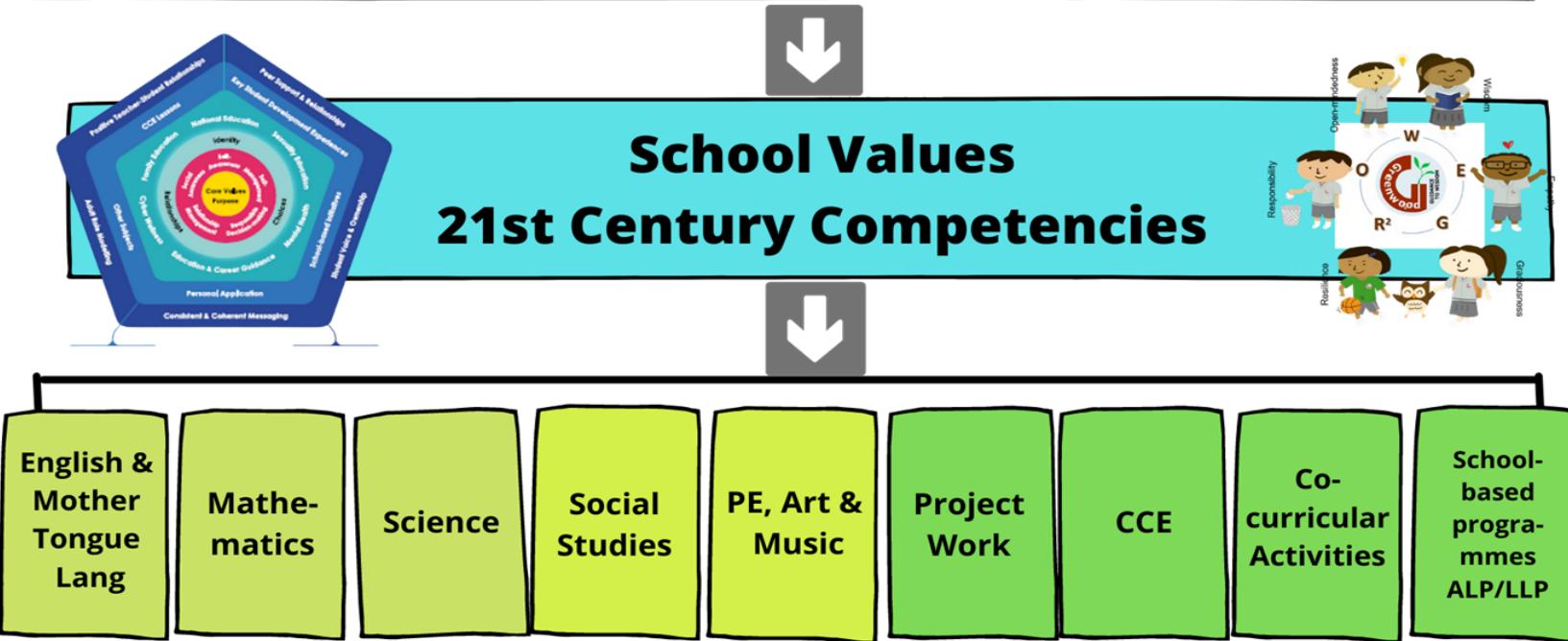
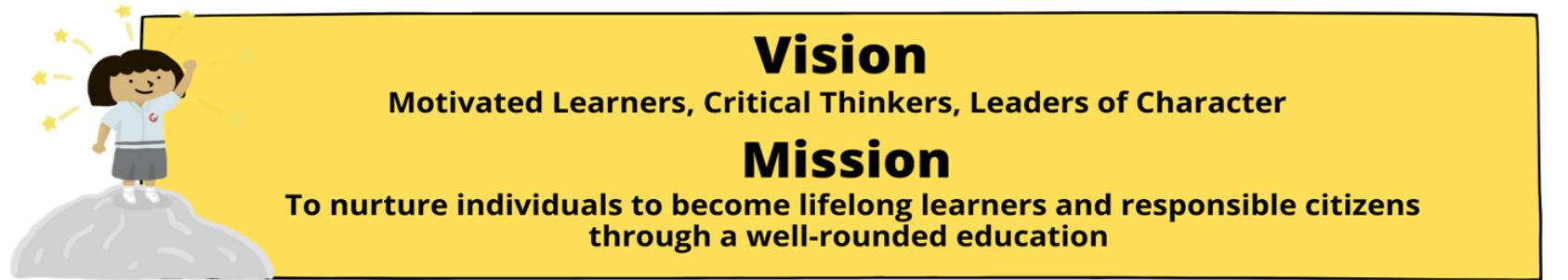
Our School Values



Our Guiding Principles and Culture



Broad-based, Holistic Education



Greenwood's Total Curriculum

School Leaders and Key Personnel

School Leaders	School Principal	Mrs Tricia Chua
	Vice-Principal	Mr James Lee
	Vice-Principal (till 14 Dec 2022)	Mr Sathya Prasad
	Vice-Principal (15 Dec 2022)	Mr Kumar Palaiyan
Head of Departments	English Language	Ms Eilina Look
	Mathematics (Internal)	Mr Yii Chu Sing Michael
	Science	Ms Li Qin Fang
	Mother Tongue Languages	Mdm Goh Min Min
	Aesthetics	Mdm Jennifer Soh
	ICT/MRL	Mdm Chu Yee Leen
	Character & Citizenship Education	Mr Daniel Ng
	Physical Education, CCA and Student Management	Mr Ardi
	Year Head (Lower Primary)	Mrs Sharon Teo
	Year Head (Middle Primary)	Mrs Koh-Zhuo Caiwei
	Year Head (Upper Primary)	Mdm Michelle Ling
	School Staff Developer	Mdm Koh Kim Noi

Key Personnel

Subject Heads and Level Heads	English Language	Mdm Noraini
	Mathematics	Ms Low Peiqi
	Science	Ms Jasmine Lim
	Mother Tongue Languages (CL)	Ms Chow Yee Sun
	Mother Tongue Languages (CL and TL)	Mdm Junainah
	ICT	Mr Mervyn Lee
	Partnership	Ms Nur'Ain
	Character & Citizenship Education	Mdm Siti Fadiah
	Student Well-Being	Mrs Koh-Tan Yan San
	Student Management	Mr Daniel Ng
	Assistant Year Head (Lower Primary)	Mdm Teo Hui Lee

EAS and Allied Educators

Executive and Administration Staff (EAS)	Administration Manager	Ms Huang Kexin Josephine
	Operations Manager	Mr Chia Cheok Wah Francis
	Operations Manager	Mr Lim Eng Hock
	ICT Manager	Mr Muhammad Safiuddin
	Administrative Executive	Mdm Wong Ai Nyuk Irene
	Corporate Support Officers	Mdm Norazlin Ms Kavitha Ms Siti Halija Ms Sim Saw Ping Jasline (Receptionist)
	Operations Support Officers	Mdm Jamilah Mr Tan Cheng Siong Mdm Silvapakiam Mdm Fareeth Begam Mr Ismail
Allied Educators	Senior School Counsellor	Mr Victor Lucas
	School Counsellor	Ms Priscilla Shin
	Student Welfare Officer	Mdm Karen Ong
	Senior Special Educational Needs Officer	Ms Ang Man Ling
	Special Educational Needs Officer	Mr Mohammed Shahrin

Primary 1 Form Teachers

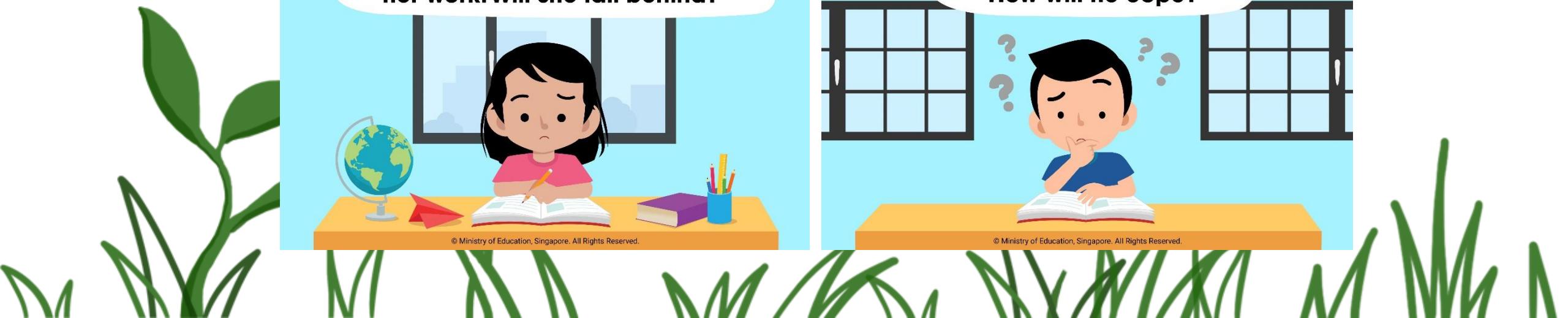
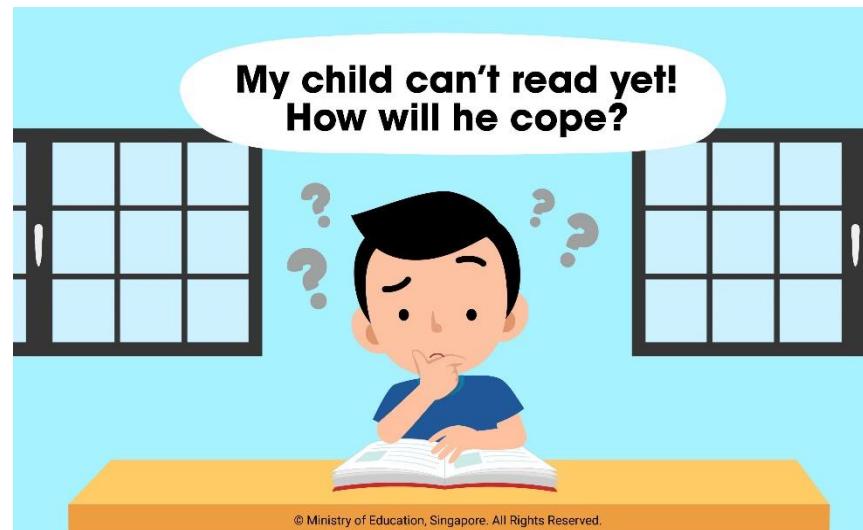
1 Respect	Mrs Winnie Yan	Ms Maizathul Akmar
1 Responsibility	Mdm Wong Li Peng	Mdm Najiyah
1 Resilience	Mdm Banun	Mdm Huang Yanling
1 Integrity	Mdm Adrienne Koh	Mdm Marsita
1 Care	Mdm Rebecca Ng	Mdm Hayati
1 Harmony	Mdm Nuraini	Ms Bak Ing Shien
1 Wisdom	Mdm Alifah	Ms Sriranjni
1 Empathy	Mrs Angie Li	Mdm Junainah



Smooth Transition To Primary School



Concerns from Parents





School Information and First Day of School Info for parents

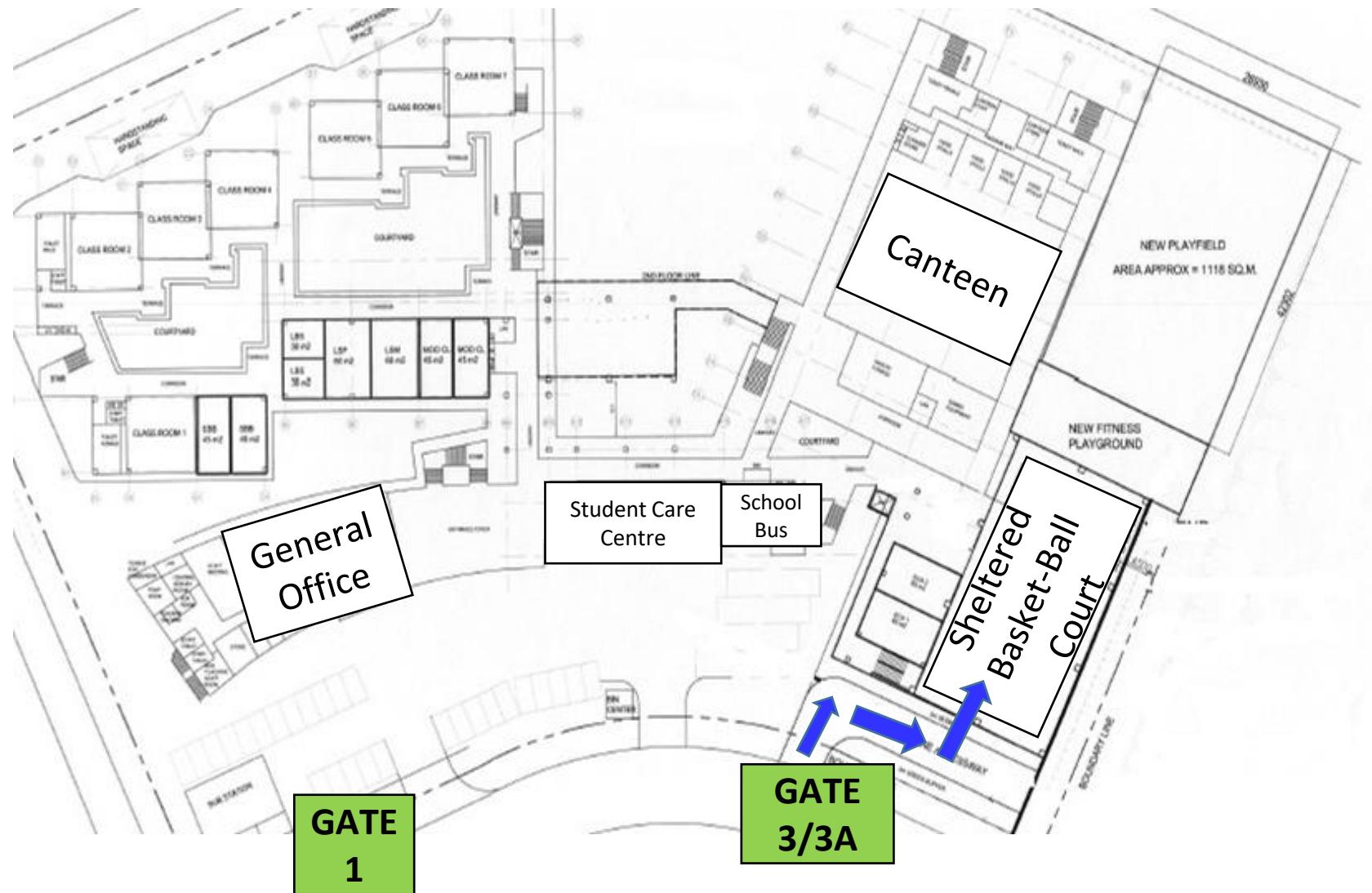


School Hours

	MON	TUE	WED	THU	FRI
Arrival		7.30am Mon - Wed: Report to the school hall Thu - Fri: Report to the classroom			
Recess	9.15am – 9.45am		9.05am – 9.35am		
Take 10* (in Class)	No Take 10*		11.05am – 11.15am		
Lunch	12.15pm-12.45pm		No lunch		
Dismissal	2.45pm		1.15pm		

Take 10* – 10min Break Time

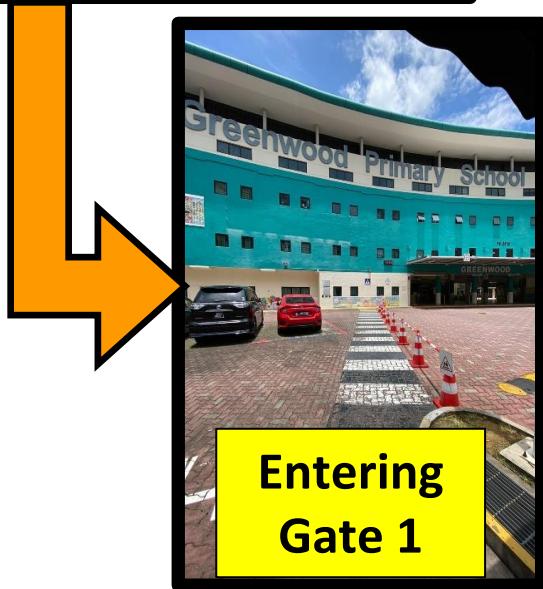
Arrival and Dismissal Gates



Arrival Route



Gate 1



Entering
Gate 1



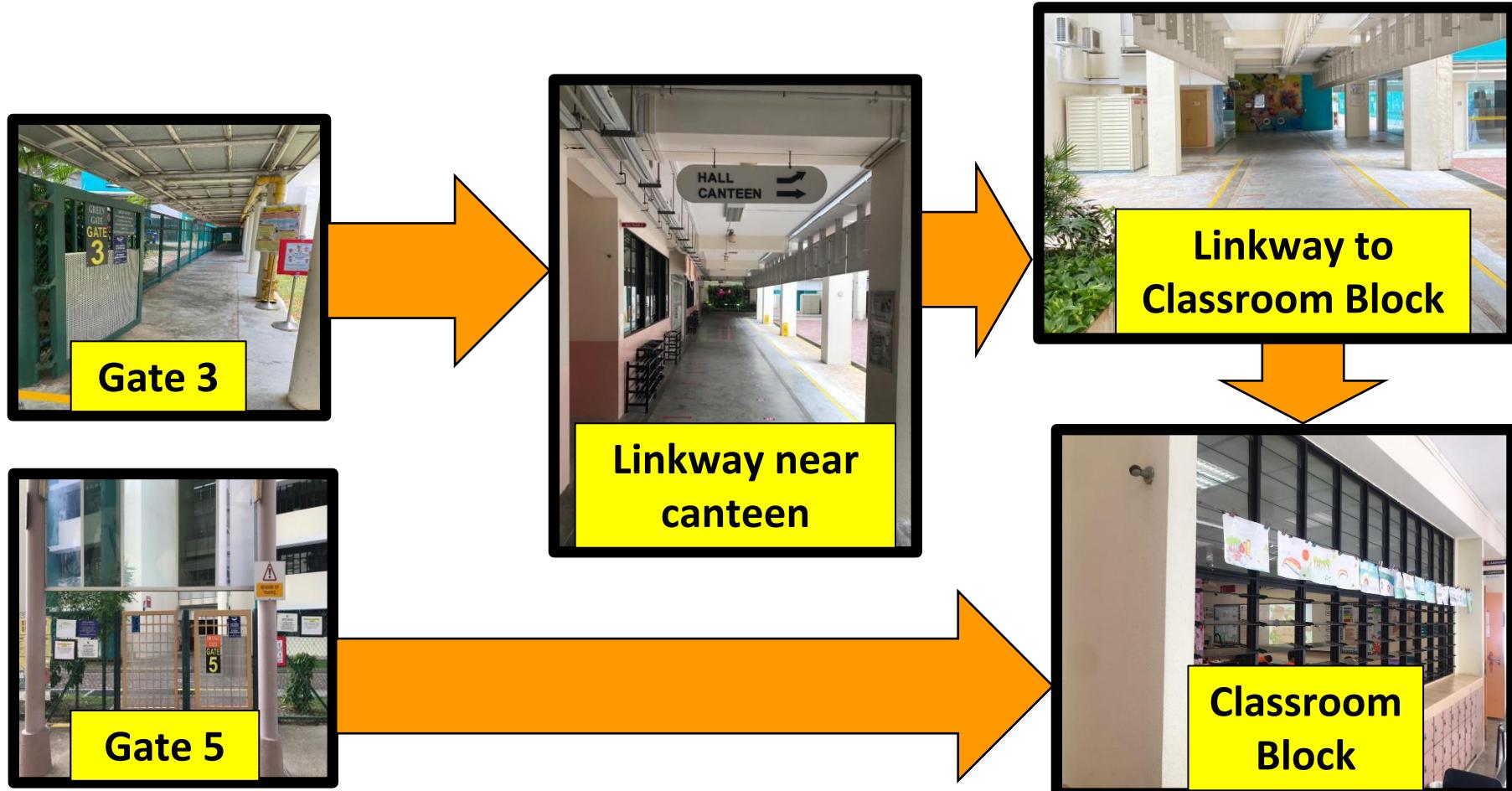
School Foyer



Classroom
Block

Primary 1 Empathy is
located at level 2

Arrival Route



Primary 1 Empathy is
located at level 2

Dismissal Arrangement

Road Safety

For the safety of the students, **no** vehicles (except for school buses) are allowed into the school during mass dismissal periods:

Mon : 2.20pm – 2.55pm Tue - Fri: 12.50pm – 1.25pm

Assemble areas for dismissal		
Area outside the School Canteen	Sheltered Basketball Court (SBC)	School Bus Bay
Big Heart Student Care Centre	Students fetched by parents /siblings *to inform elder siblings to fetch their younger siblings from the SBC External Student Care Centres	Students taking school bus

Dismissal Arrangement

Please fetch your child at **Gate 3A**

- Mondays – 2.45pm
- Tuesdays to Fridays – 1.15pm



All P1 and P2 students
need to be fetched by
an authorised
household member.

School Attire

Mondays (PAL Lesson)	Days with Physical Education lessons	Days without Physical Education (PE) lessons
PAL T-shirt (Orange colour) with PE shorts	Prescribed PE attire for Physical Education lessons (PE T-shirt and PE shorts)	Prescribed school uniform and modification to the uniform is not allowed
		
<p>Students should wear only white shoes and white socks (no ankle socks or high socks) Boys should keep their hair short. Girls with long hair should keep their hair neatly tied up with black hair accessories. All students are expected to have a neat and clean appearance.</p>		

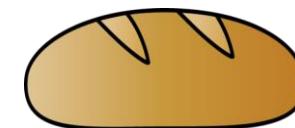
Student Well-Being

TAKE 10

From Tuesdays to Fridays, there will be a **10-min** break for students.

Students are encouraged to bring **healthy snacks** to school such as wholemeal biscuits or fruits.

Healthy snacks can be bought from the canteen.



Student Well-Being

For the dietary safety of our children, we discourage the following:



- Birthday celebrations
- Distribution of goodie bags
- Packed lunch on Mondays
- Sharing of food among children at all times due to food allergies

Student Well-Being

Our school canteen serves a variety of healthy bento sets.
Food is sold in different quantities:

Small - \$1.40

Medium - \$1.70

Large - \$2.00



First Day of School : 3 Jan 2023 (Tuesday)

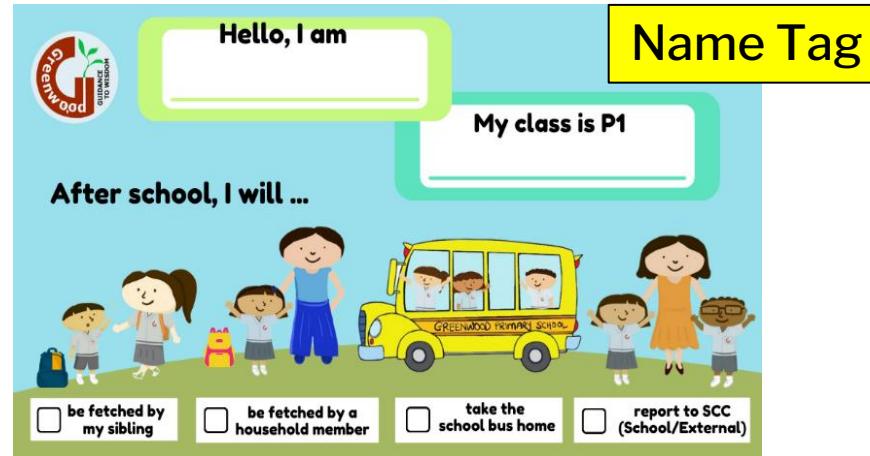
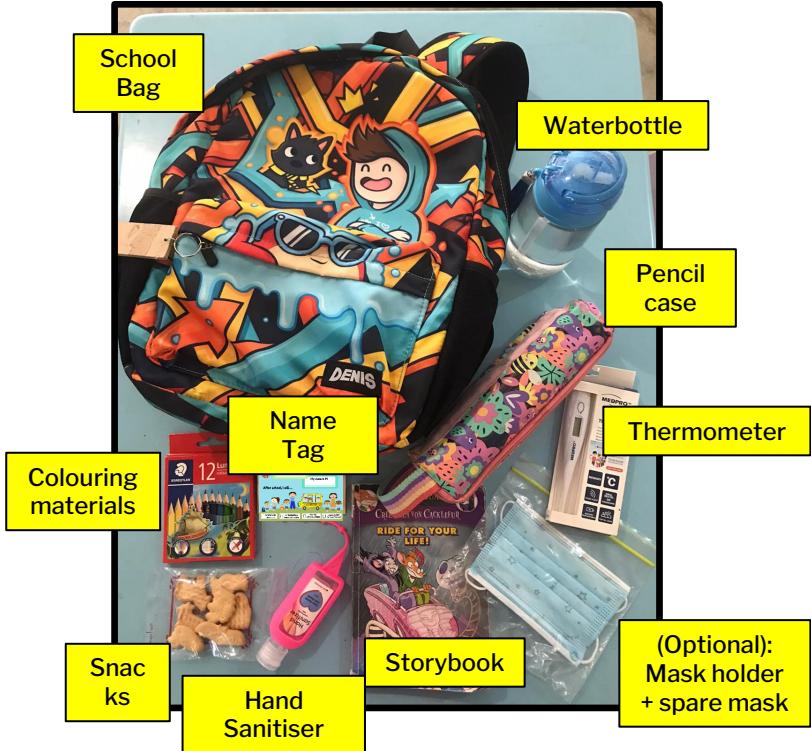
Reporting Time: **7.30am**

- One (1) parent is allowed to accompany every P1 student to school
- Students to report to **P1 classrooms** for Orientation activities
- Parents engagement sessions will be held at the **school hall**
- Parents will leave the school compound after recess
- Parents can return to fetch your child from the Sheltered Basketball Court (SBC) at **12pm**. (Gate 3A)

Items to bring on the first day of school



Items to bring on the first day of school



Tips for student's school bag:

- School bags should be lightweight with cushions and adjustable straps.***
- Trolley bags are not recommended due to their weight and can be a hassle when using the stairs.***



Admin Briefing



AGENDA

1. Parents Gateway App
2. Administrative Tasks
 - Student Details Form
 - GIRO Application
 - Standing Order for Use of Edusave Account (EPSO)
 - Programme for Active Learning (PAL) T-shirt
 - Purchase of Textbooks and Stationery / School Uniform,
PE T-shirt and Nametags
 - Instructions for Iron-On Name Tags
 - Registration for School Bus Transport Service
 - MOE Financial Assistance Scheme 2023
3. POSB Smart Buddy System

PARENTS GATEWAY APP



Parents Gateway (PG) is a mobile app:

- Connects parents and schools on key administrative matters, allowing schools to send updates on programmes and activities to parents;
- For parents to perform administrative functions such as providing consent for their children to participate in school activities.

It aims to aggregate parent-teacher communications securely on a centralised digital platform. It is integrated with existing MOE records systems, so updates will be reflected in Parents Gateway in real-time.

PARENTS GATEWAY APP

- Access to Parents Gateway is granted to parents and legal guardians of students studying in MOE schools in Singapore. You will need your SingPass to access Parents Gateway
- Parents Gateway is currently only available as a mobile application. Supported Operating System Versions: Android 5.0 or later & iOS 9.1 or later.

STUDENT DETAILS FORM

- The Student Details Form Portal is an online portal that MOE HQ has developed to collect pupil data digitally. The portal can be accessed by Parent using Singpass account.
- A Parent who has successfully registered the child/ward for 2023 P1 and the child/ward is starting P1 in 2023 will be able to access the SDF portal using their Singpass account to submit pupil data.
- Details of the portal will be shared with parents via email and Parents Gateway by the end of November.

GIRO APPLICATION

- We would like to invite you to join our GIRO scheme, and enjoy the hassle-free and convenient payment arrangement. In this way, your child will not need to bring additional cash to school monthly.
- You can read more about the GIRO scheme, and sign up online via the links provided on this website, <https://www.moe.gov.sg/financial-matters/fees?toggle-id=giro>
(Links will be sent out to parents via PG and email by end of November)

You can pay the fees in the following ways:

GIRO ^

For DBS/POSB and OCBC account holders, you can join the GIRO scheme through your respective online banking portals.

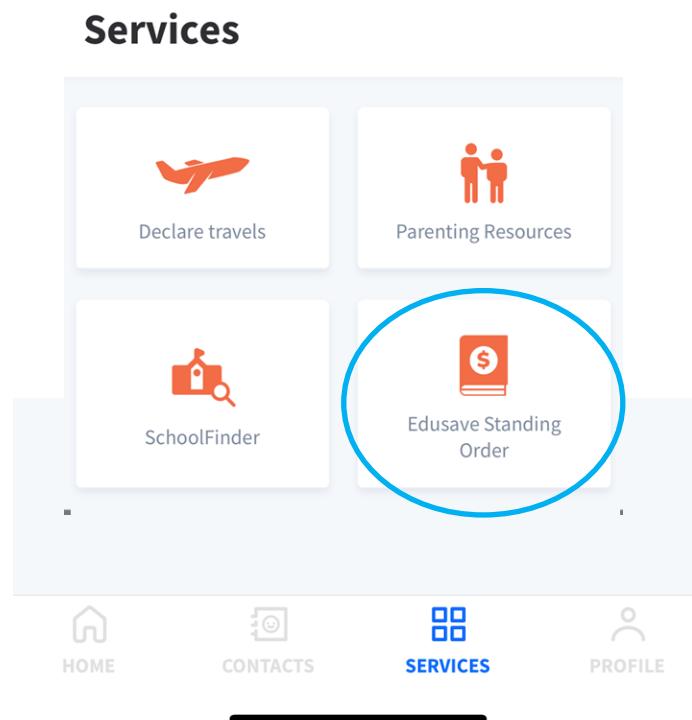
1. Select billing organisation:
 - 'MOE' for DBS/POSB accounts.
 - 'Ministry of Education' for OCBC accounts.

STANDING ORDER FOR USE OF EDUSAVE ACCOUNT

- All Singapore Citizen students will have an Edusave account automatically opened for them and receive a yearly contribution. Parents can sign up for the Edusave standing order to use your child's Edusave account to pay for the 2nd tier miscellaneous fees and enrichment programmes to reduce your out-of-pocket expenses.
- You can read more about the Edusave Scheme on this website,
<https://www.moe.gov.sg/financial-matters/edusave-account/usage-of-edusave-funds?toggle-id=moe-funded-schools>

STANDING ORDER FOR USE OF EDUSAVE ACCOUNT

- To use your child's Edusave funds, you can apply to use Edusave funds for payment of school fees and charges via Parents Gateway (under Services tab) or the online Edusave Standing Order Form.



PROGRAMME FOR ACTIVE LEARNING (PAL) T-SHIRT

The PAL T-shirt is worn by P1 and P2 students on Mondays for their PAL lessons.

- Your child will receive the T-shirt in the P1 welcome folder if your child T-shirt size was submitted to our uniform supplier.
- If your child does not have the T-shirt, you can collect the T-shirt at the Admin Booth in the canteen. The T-shirt size is the same as the school's PE-T-shirt.

PURCHASE OF TEXTBOOKS AND STATIONERY/ SCHOOL UNIFORM, PE T-SHIRT AND NAMETAGS

- Our School Bookshop vendor is Pacific Bookstores Pte Ltd. Please make your purchases online via <https://www.pacificbookstores.com/> by **15 Dec 2022**.
Delivery service is available at an extra charge of \$13.80.
- Our School Uniform supplier is Chop Kong Chong. You can purchase the School Uniform, PE Attire, School Jacket and name tags later at the canteen or via their e-commerce store.

PURCHASE OF TEXTBOOKS AND STATIONERY/ SCHOOL UNIFORM, PE T-SHIRT AND NAMETAGS

Online ordering of name tags:

<https://www.euniforms.com.sg/nametag/product/name-tags-greenwood-primary-school-set-of-5-copy/>

Please place your online order of name tags **by 30 Nov 2022**. The order will be delivered to you with an additional delivery fee of \$1.00 and will require 3 to 4 weeks of lead time.

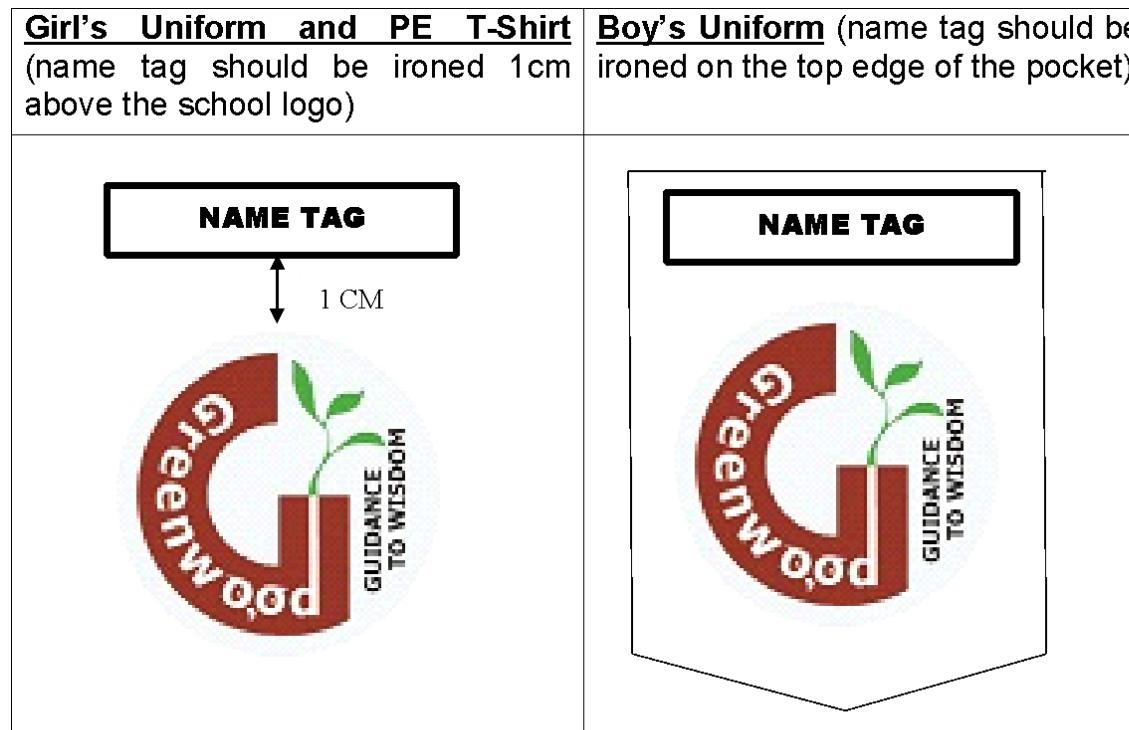
Online ordering of school attire:

<https://www.euniforms.com.sg/shop/product-category/primary-schools/gwps/>

Please place your online order of the school attire (uniforms & PE T-shirts) by **5 Dec 2022**. Online orders will be delivered to you with an additional delivery fee of \$7.00.

INSTRUCTIONS FOR IRON-ON NAME TAGS

- The name tags should be ironed on the uniforms and PE T-Shirt as shown below:



REGISTRATION FOR SCHOOL BUS TRANSPORT SERVICE

Our school bus transport vendor is Teo Boon Transport Pte Ltd. If you are interested to engage school bus services, you can register with them at their booth in the canteen.

MOE FINANCIAL ASSISTANCE SCHEME 2023

MOE provides financial assistance to Singaporean students who need financial assistance for their studies. If your child is a Singaporean, and the family's gross household income does not exceed \$3,000; or family's per capita income does not exceed of \$750, you can apply for MOE FAS via

<https://go.gov.sg/moe-efas>

Please submit latest by 24 Nov 2022

Please do not place order for textbooks, stationery, school uniforms, PE attire and nametags until you have received the outcome of your application.

POSB SMART BUDDY SYSTEM



POSB Smart Buddy is the official partner for e-payments in all schools across Singapore and the world's first in-school wearable tech savings & payments programme.

Why parents love it



- ♥ Easy customising daily allowance
- ♥ Never miss an allowance; deducts directly from parent's account
- ♥ Unspent allowance credited directly into child's savings account
- ♥ Transactions can be monitored
- ♥ Lost card can be simply disabled
- ♥ Mobile app features useful for instilling good money habits



Why kids love it



- ♥ Tap and pay via watch or card, like grownups do
- ♥ Track money habits and keep goals on track with own login ID on the mobile app
- ♥ Steps tracker
- ♥ Heart rate monitor
- ♥ Alarms and reminders

The school will roll-out the use of POSB Smart Buddy System w.e.f. 3 Jan 2023.

Details of registration for POSB Smart Buddy will be sent out to parents via PG and email by end of November 2022.



GREENWOOD PRIMARY SCHOOL

Thank You

