



宏文學校
HONG WEN SCHOOL
30 TOWNER ROAD SINGAPORE 327829
TEL: (65) 6294 3340 FAX: (65) 62937625

HWS/21/71

6 September 2021

Dear Parents / Guardians

Administrative Matters for Primary 1, 2022

Congratulations on your child's successful registration with Hong Wen School. We welcome your child/ward to the school and partner with you in his/her next lap of education journey.

You may wish to take note of the following administrative matters (*do note that the Orientation will take place from 18 to 21 October. Details will be made known later*):

1) Student Care Centre in Hong Wen School (Little Professors Learning Centre Pte Ltd)

Little Professors Learning Centre Pte Ltd is our school's student care service provider and should you require after-school care services for your child/ward, please complete the attached e-registration of interest form and submit it to Little Professors Learning Centre Pte Ltd by **5pm on 30 Sept 2021**.

Kindly refer to the document "Student Care Centre @ Hong Wen School" for more details.

Should you require more information, you may contact Little Professors @ 8725 6091 or email them your enquiries.

2) School Uniform Matters*

You may purchase your child's school uniform from our school uniform vendor:

Shanghai School Uniforms Pte Ltd. Website: <http://shanghai-uniforms.com/>

Address: 63@Ubi, 63 Ubi Avenue 1, #04-09 Singapore 408937.

Tel: +65 6747 8037 / +65 8322 0539 (Attn: Jacob)

Operating Hours:

Mon – Sat: 10am to 6pm (Closed for Lunch from 1pm till 2pm)

Closed on Sundays and Public Holidays.

School Bookshop carries only limited stock on hand. You are strongly encouraged to visit the Uniform Vendor at their outlet.

Kindly take note of your child's **House Colour** in the email for the purchase of uniform.

The information on sizes and measurement is also available on our school website under Parents Hub section: <https://hongwen.moe.edu.sg>

* For families requiring financial assistance, please contact the school @ 6294 3340.

This is an e-letter. No signature is required.

3) Name Tag Matters

Our name tag vendor is **Stitchwerkz Pte Ltd**. Kindly submit the information required for your child's name tag via the Form SG link below by **18 Sept 2021**. Payment of \$8.50 for a set (5 pieces) of name tags and collection will be conducted during the Primary 1 Orientation. You can access the form via weblink / scanning the QR Code as indicated below:

<https://go.gov.sg/p1hws2022>



<https://go.gov.sg/p1hws2022>

4) School Bus Matters

Our School Bus operator contact information is as follows:

Phua Swee Sun &/Or Serene Tan Poh Tin

Contact Number: 9698 9908

Email: Hongwenschoolbus@gmail.com

Kindly contact the above for your child/ward's transport needs and complete the attached school bus request form if you need to engage their services. Do take note that the submission deadline is **30 Sept 2021**.

5) Parent Support Group (PSG) Matters

Hong Wen School PSG, consisting of parents/guardians whose child is in Hong Wen School and are volunteers, is an important partner with the school to co-create an enriching and fulfilling learning environment for all students.

The PSG would like to invite you to complete a survey and also join the P1 Cohort Whatsapp Group to allow them to know more about you and for them to send you information on the activities that you might be interested in. Kindly refer to the PSG letter attached for more details.

6) TraceTogether Token Matters

As part of the nationwide effort to distribute TraceTogether (TT) tokens for the purposes of contact tracing, all students are required to bring their TT tokens to school. You may collect your child's TT Tokens at any of Community Centres / Clubs (CCs) listed on the TokenGoWhere website by visiting weblink below:

<https://token.gowhere.gov.sg/>

You can also refer to the MOE FAQs for further information on the implementation of the TT-only SafeEntry and other safe management measures in school by visiting the weblink below:

<https://www.moe.gov.sg/faqs-covid-19-infection>

This is an e-letter. No signature is required.

For more information on the TraceTogether Privacy Safeguards, you may refer to the TraceTogether website link below.

<https://www.tracetgether.gov.sg/common/privacystatement>

We appreciate your support in this nationwide effort to keep Singapore safe.

7) Other Information

All information shared above are also available on our school's website under Parents Hub section: <https://hongwen.moe.edu.sg>

Primary 1 booklist together with other administrative forms will be sent to you in early-October prior to the Primary 1 Orientation Day conducted between **18 and 21 October 2021**. The allocated date and time (1-hour slot) will be furnished nearer to the date, depending on the national safe management posture.

Should you have any further queries, please contact our General Office at 6294 3340.

Thank you.

In partnership with you,

Mrs Theresa Hong
Principal

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