



KHENG CHENG SCHOOL
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1 October 2025

KCS/2025/293

Dear Parents/Guardians,

1. Fostering a Safe and Respectful School Community

At our regular assembly talks, we remind students of the school rules and reinforce our stance of zero tolerance towards bullying. These talks are part of our ongoing efforts to guide students in making responsible choices, showing respect and supporting their peers. Students are also encouraged to approach their teachers should they ever encounter a situation that causes concern, so that timely support can be provided. We seek your continued partnership in nurturing respect, empathy and responsible behaviour. Let us work together to build a safe and inclusive environment where every child feels valued and supported.

2. CCA Friday Sessions

Our final Friday CCA session was conducted on 26 September. There will be no more Friday CCA sessions in October and November. All Primary 3 to 6 students will be dismissed at **12.30 p.m.** on Fridays. As such, the **12.30 p.m. to 1.00 p.m.** lesson will be brought forward to the lunch period. Kindly make the necessary transport arrangement home for your child/ward.

3. Primary 2 CCA Selection

All Primary 2 students who visited the CCA Orientation will have the opportunity to select their preferred CCAs from **6 October to 15 October** via Parents Gateway (PG). Students are required to submit their top three choices by the deadline. They will be informed of the outcome before the end of Term 4. Primary 2 students will officially begin their CCA sessions in 2026 when they are in Primary 3.

4. Children's Day Celebration

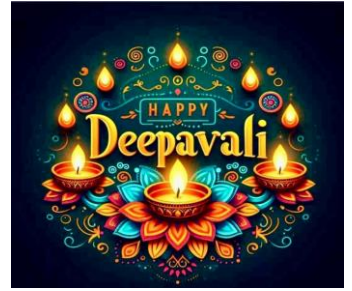
This year, the school will celebrate Children's Day on **Thursday, 2 October**. The theme for this year's celebration is "Pop of Colour, Pop of Fun". A variety of exciting activities have been planned to mark this special occasion with our students. School hours for all students will be from **7.30 a.m. to 10.30 a.m.** Aligned with the theme and to encourage creativity and personal expression, students are encouraged to wear their favourite coloured T-shirt/shirt and/or socks. Students are to wear their school shorts and black school shoes as usual.

5. PSLE Marking Exercise

Students do not need to attend school from **Monday, 13 October to Wednesday, 15 October** as teachers will be participating in the annual PSLE Marking Exercise. Primary 1 to 5 students are encouraged to focus on self-directed revision and complete any assigned tasks at their own pace during these three days. Please note that teachers will be fully engaged during the marking exercise and are not available for consultations. The school seeks your understanding in this matter.

6. Deepavali

The school wishes our vibrant and diverse school community a joyous and illuminating Deepavali! May this festival of lights bring warmth, happiness and prosperity to all those who celebrate this special occasion on **Monday, 20 October**. Happy Deepavali!



7. School Uniform 2026

The school has completed its review of the school uniforms. Therefore, please be informed that from the Academic Year 2026 onwards, students must wear only the following school attire, in line with curriculum requirements:

- School uniform
- New PE attire
- Black shoes

More information on the acceptable school uniform and shoes will be shared in a PG message in November 2025.

8. Updating of Students' Absence via Parents Gateway (PG)

We wish to update you that students' absences from school can now be updated via PG. For students who are issued with a medical certificate (MC), parents/guardians will need to upload the MC through the PG portal. In cases where the nature of the illness is not listed in the MC, the school would like to appeal to parents/guardians to update the reason under the "Note to teacher (optional)" section. Although the remarks are optional, the reasons provided will be helpful to the school in managing safety protocols. Please note that the same procedure will apply to absences without an MC.

Please note that the following sensitive documents should not be uploaded to PG:

- Detailed offence notes
- Counselling notes
- Sensitive health conditions
- Mental health conditions
- Police reports
- Court documents
- Others

We have attached pictorial examples of the submissions for your reference.

a) For child with medical certificate submission

8. Select the date(s) of absence.

9. a) Select the Absence "With medical certificate".
b) Click "Upload document"

10. a) Check that file has been uploaded
b) (optional) Include note to teacher
c) Click on "Submit".

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b) For child without medical certificate

8. Select the date(s) of absence.

9. Select the Absence "Without medical certificate".

10. a) Type in reason for absence.
b) (optional) Upload relevant documents.
c) Click on "Submit".

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9. Happy Children's Day!

On this special occasion, our staff would like to extend our heartfelt wishes to every Kheng Cheng School student.

Our children are not just preparing for the future, they are the future. As the world evolves rapidly and new possibilities unfold, it is not just knowledge that matters, but the values we nurture, like creativity, empathy, resilience and integrity.

While tools and technology may support us, it is the human spirit that leads the way. Our children will be the ones to ask the right questions, make thoughtful choices and lead with heart.

Keep dreaming, keep growing, and keep shining!
To our beloved students, here's wishing you a Happy Children's Day!



Yours sincerely,

A handwritten signature in black ink, appearing to be 'Gr' or 'Cheryl'.

Mdm Cheryl Tan, Principal



#KhengChengSchool #SchoolCommunity #StayConnected