



PASIR RIS SECONDARY SCHOOL

# **Administrative Matters**

**Mdm Hazwani  
(Admin Manager)**

# Administrative Matters

## Sec 1 Registration on school website

1. **Sec 1 Online Registration Form** by 19 Dec 2024, 12pm (COMPULSORY)
2. Booklist and Information on purchase of books and school uniform
3. MOE Financial Assistance Scheme (MOE-FAS)
4. Appeal for School Transfer



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## Purchase of School Textbooks & Uniform

**Option 1:** Online purchase and Home delivery /Self-Collection

**Option 2:** Purchase from retail store (uniform only)

- Jeep Sing retail store @ Ang Mo Kio

**Option 3:** On-site sale of books and uniforms (9am – 3pm)

- Wed, 18 Dec
- Fri, 20 Dec
- Mon, 23 Dec
- Thur, 26 Dec
- Fri, 27 Dec

Refer to booklist & uniform sale schedule for details.

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## Purchase of School Textbooks & Uniform

For **approved FAS students**:

- Redemption of books and uniform will be on 20, 23 and 26 Dec
- Visit the General Office first to obtain redemption forms and to register Student Smart Card for meal subsidy before redeeming books and uniforms



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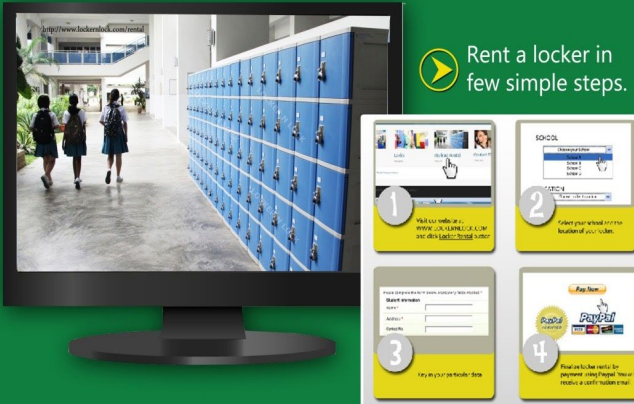


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## Additional Locker Rental

- The school has made arrangements with the locker vendor to provide lockers on 2<sup>nd</sup> floor and 3<sup>rd</sup> floor in Block B.
  - Dimensions (H352mm x W310mm x D460mm)
  - Pricing (\$45 per year inclusive of padlock)
- You may apply by filling up the online application form on the school website. The application will be submitted directly to the vendor.
- It will be based on first-come, first-served basis.

**Renting a locker made easy & convenient**



▶ Rent a locker in few simple steps.

1. Visit our website at [www.lockernlock.com](http://www.lockernlock.com) and click on 'Rent a Locker' button.
2. Select your school and the location of your locker.
3. Fill up your personal details.
4. Payment & Confirmation. You will receive a confirmation email once your application is successful.

LOCKER & LOCK

Visit our website for updates  
[www.lockernlock.com/rental](http://www.lockernlock.com/rental)

For enquiries call at 6742-1118 or email at [rent@lockerandlock.com](mailto:rent@lockerandlock.com)  
Operation Hours: M-F (8:30AM to 6:00PM)



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## Secondary School Smart Card (SSC)

- All students entering Secondary One in Jan 2025 be issued with a new (SSC).
- While Secondary One Students are waiting for their Secondary level SSCs to be ready, they can continue to use their Primary level SSCs for concessionary travel till end-Apr 2025.
- Students can purchase the Secondary Bus Concession Pass (BCP) using their Primary level SSCs.



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## MOE-Financial Assistance Scheme (MOE-FAS) 2025

- Needy families with GHI  $\leq$  \$3000 or PCI  $\leq$  \$750 may apply.
- Application form is available on the school website (e-FAS/softcopy) and at the General Office.
- Benefits provided:

Item	Benefit
School Fees	Full waiver of \$5/mth
Single-tier Miscellaneous Fees	Full waiver of \$20/mth
Textbooks	Free
School Attire (2 sets uniform & PE attire)	Free
Meal Subsidy	\$7.60/day
Transport Subsidy	\$17/mth



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## Canteen Stalls & Food Prices

- Price range: \$2.60 - \$3.00

*Based on a medium meal portion (rice + 1 serving of meat + 1 serving of vegetable + 1 serving of fruit)*

<b>Stall</b>	<b>Set Meal at PRSS Canteen</b>	<b>Price</b>
Chinese Mixed Rice	Mixed rice set	\$2.60 - \$3.00
Fusion Food	Spaghetti / Western food	\$2.60 - \$3.00
Chinese Noodles	Fishball noodles set	\$2.60
Malay Rice	Nasi lemak set	\$2.80
Malay Noodles	Mee siam / Mee rebus set	\$2.60
Malay Mixed Rice	Briyani rice set / Mixed rice set	\$2.90 - \$3.00
Cold drinks & snacks	Packet drinks	\$0.80 - \$1.00
Hot drinks	Teh / Kopi	\$0.90

*Availability of vegetarian meals: Meat-free options are available at Chinese Mixed Rice and Malay Mixed Rice stalls*



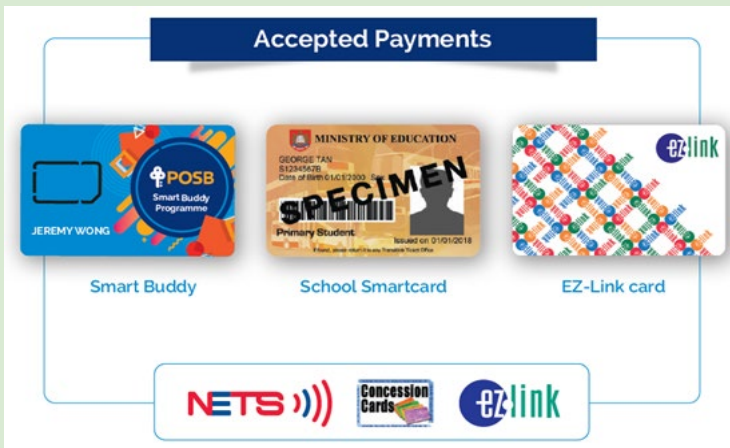
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# Administrative Matters

## E-payment in Canteen & Bookshop

- Partnered with POSB to implement e-payment in school as an alternative mode of payment and reduce cash handling.
- Parents may sign up for the POSB Smart Buddy card for your child and manage his/her allowance and daily expenses.
- Students are encouraged to use the service and go cashless.



**Just Tap & Pay!**

**Check balance in EZ-Link or Smart Buddy Card**



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## Appeals for School Transfer

- Students with extenuating circumstances such as **serious medical conditions** or **severe physical impairments** may appeal for a transfer. Appeals must be made at the posted school by 19 Dec, 12.00pm.
- Students who wish to appeal for a school transfer on non-medical grounds must meet the school's Cut-off Point (COP). Appeals can be submitted online via the **'S1 Appeal Transfer Form'** available on the school website by 23 Dec, 1.00pm



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