



QUEENSTOWN PRIMARY SCHOOL

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2 January 2022

AN OPEN LETTER

JANUARY 2022

Dear Parents / Guardians,

1. Happy 2022! On behalf of the staff at Queenstown Primary School, I am happy to welcome you to the new school year. We recognise that in order to be successful in school, our children need support from both the home and school. As such, we look forward to a productive partnership with you as we work together to nurture our students into Flourishing Individuals and Future-Ready Citizens.

2. Throughout the year, we will communicate important information, as well as update you on school announcements, events, and successes through the monthly Open Letters. Soft copies of these Open Letters will be sent through the Parents Gateway platform and our school website. Do sign up for Parents Gateway as most of our school-wide communication (e.g. letters, consent forms, etc.) will be circulated through this online platform.

Updates

Staff Movement

3. **Farewell:** We would like to express our appreciation and gratitude to our outgoing staff for their service, contributions, and commitment to the students of QtPS. We wish them all the best in their future endeavours as they embark on the next chapter of their careers.

- Ms Toh Bin Bin, Teacher, posted to Kuo Chuan Presbyterian Primary School
- Mdm Lily Ong, Teacher, end of contract

4. **Welcome:** We also extend a warm welcome to the new members of the QtPS family.

- Ms Nur Syakilla Bte Hasan, Assistant Year Head/ Middle Primary, English and Mathematics Teacher
- Ms Kang Li Ping, Assistant Year Head/ Upper Primary, English and Social Studies Teacher
- Ms Thamizhvaani d/o Veeralan, English and Social Studies Teacher
- Mr Teo Nam Hua, Mathematics and Science Teacher
- Ms Yong Foong Er, Mathematics and Science Teacher
- Ms Lee Hong Yian, Chinese Teacher

5. **Celebration:** We would like to congratulate our staff on their new appointments in our school. Thank you for your continued service to our Queenstown Family!

- Mrs Karen Toh, Assistant Year Head/ Lower Primary
- Mr Jevon See, Subject Head (Student Well-being & Student Leadership)

In Celebration...

PSLE results and Secondary 1 Posting

6. We would like to extend our heartiest congratulations to our 2021 batch of P6 students – well done! 97.6% of our 2021 P6 students qualified for Secondary education. The following table shows the breakdown of the 2021 Secondary posting results for students taking the 4-Standard course:

Year	2019	2020	2021
Eligibility			
% Express (without E/NA)	72.1	72.3	68.0
% Express (with E/NA)	77.6	83.6	83.4
% Normal (Academic)	19.3	15.7	12.7
% Normal (Technical)	3.1	0.6	5.0

7. We are very proud of our 2021 P6 graduates and wish them all the best in the next phase of their education

Important Announcements...

Start of the School Year

8. Please note that the new academic year will begin on Tuesday, 4 Jan 2022 only for the P1 students. The P2 to P6 students will only report back to school on Wednesday, 5 Jan 2022.

9. Parents/ Guardians of the P1 students, please refer to the Open Letter entitled 'P1 Orientation' that had been posted on the Parents Gateway platform on 26 November 2021 by Mrs Bay Wooi Ling (Year Head/ Lower Primary) for the details for the first day of school.

Safe Management Measures for Students

10. You are strongly encouraged to inform your child's / ward's Form Teachers once your child/ ward has been vaccinated against COVID-19.

11. Heightened Safe Management Measures (SMM) will continue to be carried out to ensure our Queenstown's safety. All students will continue to adhere to the following SMM:

- Wear masks daily, covering nose, mouth, and chin
- Visual checks by teachers and school personnel
- Daily temperature-taking drills
- Fixed seating plan
- Maintaining 1m distance between students at all times
- Frequent hand-washing and wipe-downs of personal spaces
- Use specific routes to and from the canteen to prevent mixing between levels
- **Wear TraceTogether Token at all times (daily checks by Form Teachers)**

12. Parents / guardians are reminded to keep your child / ward home if he / she is unwell. **Inform the school immediately** if your child / ward:

- has gone for a PCR COVID-19 test.
- is symptomatic (unwell) with ART+: to go for confirmatory PCR test as soon as possible.
- is asymptomatic (well) with ART+: to self-isolate for 72h and retest using ART. If still ART+, retest again in 24h. Child may return to school after ART- result.
- has any member of the household with ART+ or PCR COVID-19 positive and/or your child / ward has been issued by MOH the Health Risk Warning (HRW). Your child / ward will be able to return to school with ART- test result each day for the duration of the HRW. Before your child / ward leaves home, please submit daily photo evidence of the ART test results with the kit clearly labelled with your child's / ward's name and the date.

School Dismissal Timings & Gates

13. To facilitate safe distancing at the exit points, there will be staggered dismissal at the following timings and gates:

Level	Dismissal Time	Exit Point*
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	Mon, Tue, Thu & Fri	Wed	
P1**	1.25 pm	1.10 pm	Back Gate
P3	1.30 pm	1.15 pm	Field Side Gate
P2	1.35 pm	1.20 pm	Back Gate
P4	1.40 pm	1.25 pm	Field Side Gate
P5	1.45 pm	1.30 pm	Back Gate
P6	1.45 pm	1.30 pm	Field Side Gate

14. *Please note that the Canteen Gate will continue to be OPEN for ALL students during their dismissal times.

15. **P1 students will be dismissed half an hour early for Week 1 only.

16. Students taking school buses will be dismissed on time, i.e. 1.30 pm (all days except Wednesday) and 1.15 pm (Wednesdays).

17. Students having after-school programmes will also be dismissed on time to have their lunch in the canteen.

18. Parents / guardians waiting for their children / wards at the school gates and bus stop are reminded to continue to exercise safe distancing. Do ensure at least a distance of 1 metre between yourselves and other parents / guardians. Parents waiting at the back gate are advised to wait for their children at the void deck nearby.

Sale of Uniforms

19. Our school uniform vendor will be selling school uniforms in the school foyer from Tuesday, 4 January to Thursday, 6 January. Those who wish to purchase school uniforms may do so during this time. Purchases are to be made in cash only.

General Information...

Recess

20. We have made changes to the recess timing. Please refer to the table below for the updated recess timing for the respective levels:

Levels	Recess Time	
	Mon, Tue, Thu & Fri	Wed
P1	10 am – 10.30 am	9.45 am – 10.15 am
P2	9 am – 9.30 am	8.45 am – 9.15 am
P3	9.30 am – 10 am	9.15 am – 9.45 am
P4	11 am – 11.30 am	10.45 am – 11.15 am
P5	10.30 am – 11 am	10.15 am – 10.45 am
P6	8.30 am – 9 am	8.15 am – 8.45 am

Safety and Security Matters

21. Road safety around the school: Student safety is our priority, and the safety of our students using roads leading to and from the school is the responsibility of all. As a driver, please play your part by slowing down as you approach the vicinity of the school. As a parent, please reinforce the importance of road safety with your children. The road can be very busy and dangerous, especially before the start of school and at dismissal time. Thus, we would appreciate parents being positive role models by using the zebra-crossing.

22. Traffic and pedestrian map: Please see the school site map on Page 6 indicating the traffic flow for vehicles entering the school and the location of pedestrian gates. For the safety

of our students, please follow the directional signs and instructions from our security personnel. During dismissal time, private vehicles will not be allowed to enter the school to allow students who are taking the school bus transport to walk safely to their respective awaiting buses. Parents / guardians will only be allowed to drive into the school to pick up their children / wards after all our school buses have left the school compound. An approximate time of 20 minutes after dismissal is expected. Please make the necessary arrangements to meet your child at the pedestrian gates – the Canteen Gate, Field Gate, or Back Gate.

23. Parking: Due to the limited parking lots within the school, we seek your understanding that all visitors to the school will have to park at the public car park adjacent to the school. All visitors entering the school premises are to obtain visitor passes from the Security Guard Post outside the General Office. As the security of our students is of utmost importance to us, please comply with our security measures.

Reminders about School Procedures...

Updating of Student's Personal Particulars Form

24. Each P1 to P6 student will be issued an Individual Detailed Student Record Form. Please update the particulars on the form and return the form to your child's/ward's Form Teachers **by Monday, 10 January**. If there are any changes to your contact number, address and/or citizenship status after this updating exercise is over, please inform the General Office in writing. **It is crucial that the school has the updated student's particulars so that we can get in touch with you swiftly in the event of any emergency.**

Importance of School Attendance

25. School attendance: **All students are expected to attend school regularly.** Research has shown a close correlation between students' achievement and their attendance. Students who attend school regularly are more likely to succeed in their studies and enjoy their schooling experience. Attending school regularly during the early school years is especially critical as children require a strong foundation in literacy and numeracy, as well as strong social-emotional competencies to cope with the academic demands at the higher levels. In QtPS, we aim to nurture every child holistically so that our Queenstownians can become Flourishing Individuals and Future-Ready Citizens. We seek your cooperation and understanding in ensuring that your child/ward attends school regularly so as to support his/her schooling success.

26. Absence from school: As curriculum time is precious, we strongly discourage our parents from planning overseas trips during curriculum time, unless it is an unforeseen emergency. The only exceptions for absence are (i) the student is ill and is covered by valid medical certificates, and (ii) parents have sought prior permission from the Principal for leave of absence.

27. Illness: If your child/ward is not feeling well, please bring him/her to see a doctor and only allow your child/ward to return to school when he/she is feeling better. Any absence from school must be accompanied with either a medical certificate from a doctor or a letter of excuse from you when your child/ward returns the next day. **For letters of excuse, the school will only accept two letters per term.**

28. Infectious disease: If your child/ward is down with an infectious disease, e.g. chicken pox, Hand-Foot-Mouth Disease, please

- take your doctor's advice and let your child/ward rest at home.
- call the school to inform us of your child's/ward's diagnosis. It is important that parents/wards inform the school in case of infectious disease so that we can monitor the situation with other students in their class. We seek your understanding

in this matter as the health of our students is our concern because learning can only take place when our students are healthy and alert.

- seek clearance from your doctor before allowing your child to return to school.

Pre-assembly Reading Activity

29. Reading is a lifelong habit that we aim to nurture in our Queenstownians and many efforts have been put in to promote reading in QtPS. As such, we conduct daily pre-assembly reading sessions. During these sessions, students will engage in reading silently from 7.30 am to 7.45 am before the flag raising ceremony. Please ensure that your child/ward has an English Language storybook with him/her on Mondays to Wednesdays, and a Mother Tongue Language storybook on Thursdays and Fridays, as we aim to develop in him/her a good reading habit.

School's Calendar of Events (COE)

30. Please access the calendar of events for the month of January at our website, <http://queenstownpri.moe.edu.sg/useful-links/school-calendar-of-events>.

Concluding Remarks...

"Always believe in yourself and always stretch yourself beyond your limits. Your life is worth a lot more than you think because you are capable of accomplishing more than you know. You have more potential than you think, but you will never know your full potential unless you keep challenging yourself and pushing beyond your own self-imposed limits."

Roy T. Bennett, *'The Light in the Heart'*

31. Our QtPS theme for 2022 is *'Reach Higher, See Further, Shine Brighter'*. In QtPS, we believe strongly in cultivating a growth mindset in our students, so that they will possess the confidence to explore and experience new learning and challenges in life. As educators and parents, let us work together to cultivate a growth mindset in our children, so that they can **Reach Higher, See Further and Shine Brighter**. With your continued support, we are confident that 2022 will be yet another exciting and fulfilling year for your child/ward and the whole QtPS family.

Warmest regards,



Ms Pearly Ng
Principal
Pearly_Ng@schools.gov.sg



