

# KNOWLEDGE PARK™

## STUDENT CARE CENTRE

@Raffles Girls Primary School

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Knowledge Park started as a tuition centre in 1991. Our first Student Care Centre opened in 2003. We have more than 30 years of experience in providing quality educational services to thousands of students. With our pool of passionate and experienced educators, we provide a holistic care programme in our centre. **We have 6 Community-based Student Care Centres and 3 School-Based Student Care Centres.**

## Our Services and Programmes

### MEAL (LUNCH AND TEA-BREAK)

The meals provided are varied, balanced and nutritious and have sufficient protein, carbohydrates, vitamins, and fibre. All menus are planned according to the nutritional requirements from MSF and HPB.



### NAP TIME

Nap time is encouraged for Primary One students.



### HOMEWORK SUPERVISION (STUDY TIME)

A minimum of one hour Supervised Study Time is set aside for students to complete their homework or self-revision. More time will be allocated for self-revision nearer the examination period.



### CHARACTER BUILDING

This programme aims to build students' character through structured lessons focusing on values and service learning. Students will have the opportunity to demonstrate these values both in the centre and at home.

## **ENRICHMENT PROGRAMME**

Enrichment programmes seek to engage students and equip them with the relevant 21<sup>st</sup> Century Competencies and mind-sets for holistic development. Examples of the programmes are arts, music and movement, and personal development.



### **OUTDOOR ACTIVITIES**

Students will be engaged in outdoor activities to build and develop their social-emotional skills. These activities help students self-regulate their emotions, increase their imagination, contribute to their cognitive development, and facilitate their social and interaction skills

## **SCHOOL HOLIDAY PROGRAMMES**

During the school holidays, we provide exciting and fun activities to establish stronger bonds among the children and staff; to create fond memories that will stay with them for life.



## OUR DAILY PROGRAMME

TIME	MON	TUE	WED	THU	FRI
After School Hours	Lunch / Attendance Taking / Student Interaction				
After Lunch	Change of SCC T-shirt / Face Clock-in Nap Time (45 minutes of nap time will be allocated for Lower Primary Students, Upper Primary - Homework Time)				
2.30 PM – 3.30 PM	Homework Supervision				
3.30 PM - 4.00 PM	Indoor Free-Play (Bonding Time)				
4.00 PM – 4.15 PM	Tea-Break / Wipe Down				
4.15 PM – 5.00 PM	GEMS Character (Values-In-Action) / Interaction / Free Play				
5.00 PM – 6.00 PM	Guiding, Empowering and Mentoring Students (GEMS activities) (Indoor and Outdoor Programmes)				
	Social Emotional Learning (SEL) / Moral Values (IP)	GEMS Music and Movement (IP)	Structured Play (OP)	Free Play (OP)	GEMS Create (IP) / GEMS News sharing (IP)
6.00 PM – 7.00 PM	Proceed to Lower Canteen / Home Sweet Home				

(\*Kindly note that the timetable is subjected to change.)

(OP)- Outdoor Programme

(IP) - Indoor Programme

## SCHOOL HOLIDAY PROGRAMME

TIME	MON	TUE	WED	THU	FRI
7.30 AM - 8.45 AM	Arrival of Students at BasketBall Court / Silent Reading / Interaction				
8.45 AM - 9.00 AM	Face Clock-in				
9.00 AM - 9.30 AM	Wash Hands / Breakfast / Wipe Down				
9.30 AM - 10.30 AM	Homework Supervision / Reading Time				
10.30 AM - 12.00 PM	GEMS Program / Excursions / Reflection				
12.00 PM - 1.00 PM	Tidy Up & Get Ready for Lunch / LUNCH / Wipe-Down / Interaction				
1.00 PM - 1.30 PM	Dismissal of AM Students				
1.00 PM - 2.00 PM	Interaction / Rest / Nap (Non-Napping Students will be encouraged to rest for 15 mins)				
2.00 PM - 3.30 PM	Homework Supervision / Reading Time				
3.30 PM - 4.00 PM	Tea-Break / Wipe Down / Interaction Time				
4.00 PM - 5.00 PM	Guiding, Empowering and Mentoring Students (GEMS) Programmes				
5.00 PM - 6.00 PM	GEMS Time (Organized Activities / Outdoor Activities /Games/Reading Time)				
6.00 PM - 7.00 PM	Proceed to Lower Canteen / Home Sweet Home				

(\*Kindly note that the timetable is subjected to change)

(OP)- Outdoor Programme

(IP) - Indoor Programme

## OUR STAFF

The staff determine the overall quality of student care programmes. All our staff meet the basic qualifications and are suitable in terms of age, health, personality, knowledge, and experience in running a student care centre.

## **OUR FEE STRUCTURE**

S/N	Type of Fees	Fee	Remarks
1	Monthly Fee	\$271.20	Payable Per Month
2	Registration Fee	\$20.00	One-Time Enrolment Fee (Non Refundable)
3	Uniform (3 Sets)	\$30.00	\$10 Per Piece
4	Refundable Deposit	\$813.60	Payment at Initial Enrolment <i>(The deposit will be refunded within 7 working days from the last day of the withdrawal month.)</i>
<b>Total Payment</b>		<b>\$1134.80</b>	

**Total Amount Payable: \$1134.80**

\* Each child requires a minimum of 3 pieces of uniform for daily change

\*Student Care Fee Assistance (SCFA) is available for students in need of financial assistance. Terms and conditions apply.

## **OPERATING HOURS**

Our operating hours are:

- Monday to Friday (during school days) – 1.30 PM to 7.00 PM
- Monday to Friday (during school holidays) – 7.30 AM to 7.00 PM
  - Morning - 7.30 AM to 1.00 PM
  - Afternoon - 1.00 PM to 7.00 PM (Surcharge of \$5.20 applicable)
- Our centre is closed on Saturdays, Sundays, gazetted Public Holidays and MSF's entitled 8-centre closure days.
- We observe a half day centre closure on the eve of Christmas, New Year, and Chinese New Year