



SBPS/23/001

5 January 2023

Open Letter from School Leaders 1/2023

Dear Parents,

1. A blessed 2023 to parents and warm welcome to the parents of our P1 and K1 students. We hope your child had a wonderful family bonding time during the year-end school holidays and is recharged for another exciting and fulfilling year in school.

2. Photography and Videography. We would like to reiterate that throughout the course of the year, photograph(s) or video image(s) of you and your child may be captured at all school events. We may use and publish such photographs and/or video recordings in school publications, website, social media channels and other official school communication channels. For clarifications, please feel free to contact the school.

New Staff and New Appointment...

3. New Additions to the Sembawang Family. We would like to extend a warm welcome to the following staff who joined our school.

- Mdm Norizah Selamat (Operations Support Officer)
- Mr Zairee Bin Sallai (ICT Manager)
- Ms Noorhuda Amalina Binte Ab Rahman (English Math teacher)
- Ms Ju Shiyong (CL MK Educator)
- Ms Nur Amirah (EL MK Educator)

4. New Appointments. Appointment of staff to leadership roles is essential to ensure the delivery of quality learning experiences and provision of a safe environment for your child. Assuming new appointments with effect from 1 January 2023 are:

- Mr Calvin Chia – Subject Head / Student Management
- Ms Sharon Chan – Subject Head / Student Well-Being
- Mdm Norlin Bte Mansor – Assistant Year Head / Upper Primary
- Mrs Hazel Boo – Assistant Year Head / Middle Primary

5. We would also like to introduce our Year Heads and Level Managers (see Table 1), who will be overseeing the well-being of your child and coordinating programmes for the level.

Table 1 – Year Heads and Level Managers

Level	Year Head / Assistant Year Head	Level Manager
P1	Ms Ratna Dewi A K Magnus /	Ms Noorhuda Amalina
P2	Mdm Nuremiliyana	Mdm Nor Afidah Binte Jaafar
P3	Ms Vernice Soh /	Ms Long Shi Hui
P4	Mrs Hazel Boo	Mr Zhao Zhiyang
P5	Mr Yang Binglin /	Ms Ruhaida Bte Hashim
P6	Mdm Norlin Bte Mansor	Ms Shermeine Chua



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6. Heartfelt Appreciation. We would like to take this opportunity to show our heartfelt appreciation to Ms Shreenjit Kaur (English Language teacher), who has joined NIE and Ms Zalina who will be taking time off for personal reasons.

Important Information...

School Routines

7. Attendance and Punctuality. We expect our students to attend school on all school days (unless advised otherwise) and be punctual for school. Whilst the reporting time¹ for students is 7.30 am from 4 January 2023 (Wednesday) onwards, students are encouraged to be in school by 7.25 am to allow sufficient time to get ready for the flag-raising ceremony scheduled at 7.30 am. P1 and P2 students will report to the Indoor Sports Hall (ISH), whereas P3 to P6 students will gather at the Multi-Purpose Hall (MPH). Students arriving after 7.30 am will be considered late. Punctuality is a virtue that we would like to advocate in our students. As such, we encourage parents to partner the school to inculcate the importance of being punctual for school. All students will be dismissed² at 1.30 pm unless there are after-school activities.

8. Any absence from school must be accompanied by a medical certificate (MC) or letter (including email) from parents. However, the school only accepts up to 5 letters (including email) for absence from school per semester. Please avoid taking your child out of school for extended family vacation during the school term, as we would like to honour the protected curriculum time for the year.

9. Communications. All official communications with parents will be done through Parents Gateway (PG). We would like to encourage all parents to go through the notifications sent on PG so that you are kept abreast of important information and where necessary, provide timely consent for your child's participation in programmes and activities organised by the school. We urge parents to refrain from contacting your child's teachers after 6.00 pm on school days, on non-school days and weekends, unless the matter requires urgent attention. Thank you, parents.

10. Student Handbook 2023. The Student Handbook was issued to your child on 4 January 2023 (Wednesday). The handbook provides you with information about school policies, operation matters and key information of the school. You may also communicate with the teachers through the handbook. Please kindly ensure that your child brings it to school every day. As the Student Handbook was paid for using the school's funds, each student is entitled to only one copy. For any loss of the Student Handbook, parents will need to purchase (\$5.20 inclusive of GST) a replacement copy, subject to availability of stock, from the General Office.

¹ & ² P1 students to follow the timings for the 1st week of school, as communicated during the P1 e-Orientation held on 18 November 2022.



Calendar Of Events (COE)

11. To keep parents informed in advance of important school/level events, we would like to direct parents' attention to the termly COE. Please refer to Enclosure 1 for the Term 1 COE.

Safety and Security

12. Student Well-Being. Parents are reminded not to send your child to school if your child is unwell and/or has flu-like symptoms. The school will contact parents to fetch your child if he/she is unwell or has flu-like symptoms during the course of the day in the school.

13. The safety and security of our students is of utmost importance. As we begin the year, we would like to direct parents to the security and emergency measures found in the school website (sembawangpri.moe.edu.sg/our-school/securityandemergencymeasures).

14. Road Safety. We seek the assistance of parents to emphasise the importance of road safety to your child as our students resume the routine of travelling to and from school. Do remind your child to always exercise caution and care on the road. Specifically, they are to use pedestrian crossings, practise the Kerb Drill when crossing the road, obey traffic signals, avoid crossing in front of stationary vehicle or in between vehicles as the drivers may not see them, avoid running, playing or using personal devices (such as mobile phones) when crossing the road, and use the footpath and walkway instead of walking on the side of the road.

15. Classroom Environment. We have installed more wall fans in all the classrooms to improve airflow and air circulation. This is necessary to provide a more conducive environment for your child in the classrooms.

Student Matters

16. Co-Curricular Activities (CCA). CCAs provide an important platform for the holistic development of your child. In 2023, CCAs will start in Term 1 Week 2 (week of 9 to 13 January). Due to the different CCA training days, the respective teachers-in-charge will be sending out the CCA schedules via PG in due course.

17. P4 SwimSafer. Swimming is an important life skill which will be imparted to your child through the SwimSafer programme. The SwimSafer programme will be conducted for the Primary 4 cohort in Term 1 during their PE periods at an external venue.

18. Remedial and Supplementary Classes. To provide further support for our graduating students, we will be conducting supplementary lessons for all P6 students after school from Term 1 Week 2 onwards. For the other levels, remedial lessons will be conducted for selected students according to the schedule below (see Table 2). Your child's Form Teachers will be sharing more details with you nearer to the dates.

Table 2 - Schedule for Remedial Lessons

Level	Date
P4 and P5	Term 1 Week 7 onwards



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Level	Date
P3	Term 2 Week 1 onwards

19. P3 Gifted Education Programme (GEP). With the intent of providing early notice to parents, please note the key dates of the P3 GEP Identification Exercise (see Table 3). More information will be sent to parents in Semester 2.

Table 3 – GEP Stages and Schedule

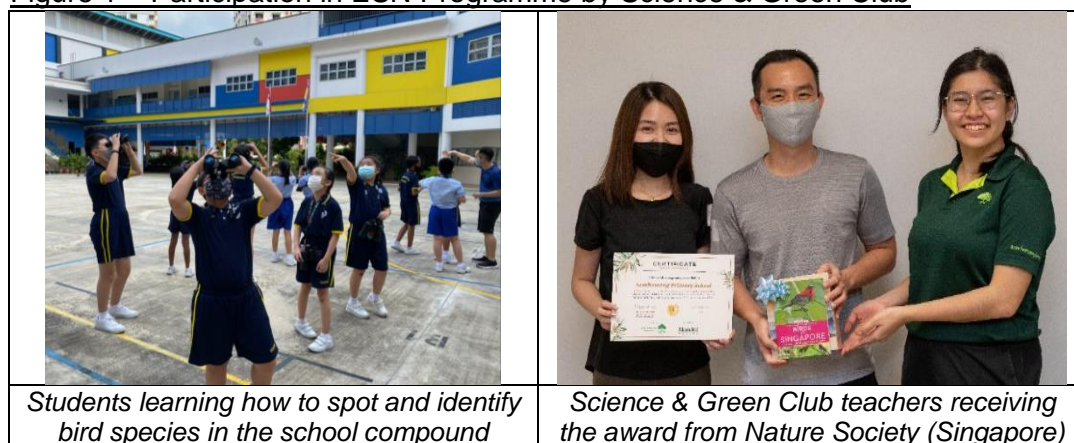
Stage	Date	Participants
GEP Screening Exercise	17 August 2023 (Thursday)	P3 students enrolled in government and government-aided schools
GEP Selection Exercise	17 & 18 October 2023 (Tuesday & Wednesday)	P3 students shortlisted after the GEP Screening Exercise

Celebration of Successes...

20. PSLE 2022 Results. We would like to congratulate our 2022 P6 cohort who have done well. 97.4% of our P6 students qualified for secondary education with 56.1% of them eligible for the Express course. We wish all our P6 graduates the best as they embark on their secondary school education. We hope that they will continue to uphold the values that were instilled in them during their years in Sembawang Primary School.

21. Every Singaporean a Naturalist (ESN) Programme. In collaboration with Nature Society (Singapore), the Science & Green Club embarked on the ESN programme, a citizen Science project which allows students to identify the different species of birds in the school compound via their characteristics and calls, as well as understand the behaviour of these birds. Observations were entered into iNaturalist, an online database for understanding the state of biodiversity in Singapore and beyond. We are pleased to announce that our school was conferred first place in the Highest Number of Observations in 2022 Award in the primary school category (see Figure 1). Well done, Science & Green Club!

Figure 1 – Participation in ESN Programme by Science & Green Club



Students learning how to spot and identify bird species in the school compound

Science & Green Club teachers receiving the award from Nature Society (Singapore)



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Up-coming School Events....

22. Chinese New Year (CNY) Celebrations. As CNY falls on 22 January (Sunday), the school will be celebrating this occasion on 20 January (Friday). On that day, the school hours will be as per normal from 7.30 am to 1.30 pm, and there will be no CCA in the afternoon. Lessons will remain the same from 7.30 am to 11.30 am, followed by CNY celebrations from 11.30 am. Students are encouraged to wear traditional costumes with white school shoes.

23. Briefing for Parents. The school will be holding two sessions of face-to-face Briefing for Parents on 7 February (Tuesday) for P1 to P3 and 8 February (Wednesday) for P4 to P6. Details of this briefing will be provided via PG nearer to the date.

Concluding Remarks...

*~Don't be the next phishing victim – always check the URL to ensure that you are accessing the actual website before giving away your sensitive information such as your login information, One-Time Pass (OTP) or credit card details.~
[Cyber-Wellness Tip]*

24. We are heartened to see our students streaming through the school gates, enthused and ready for learning. 2023 will be another exciting year ahead. We value the partnership with parents and hope that this will bring out the best in your child. Thank you, parents!

25. Chinese New Year is around the corner and we wish all who celebrate the festivities a Prosperous and Happy Chinese New Year. 祝您新年快乐，万事如意！

26. Wishing all a safe and fulfilling 2023. Stay safe and healthy.

Warmest regards.

Mrs Grace Chua
Principal
Grace_LEE@schools.gov.sg

Mr Zafilin Abdul Hamid
Vice-Principal
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Mr Shawn Tan
Vice-Principal (Admin)
TAN_Thiam_Siong@schools.gov.sg



2023 Term 1 Calendar of Events

Date	Event / Activity	Level	Special Instructions
9 Jan (Mon)	Start of P6 Supplementary Lessons (P.M.)	P6	The lesson schedule and consent form will be shared with parents by 5 Jan.
20 Jan (Fri)	Chinese New Year Celebration	All	School hours will be as per normal. There is no early dismissal.
23 Jan (Mon) & 24 Jan (Tues)	Chinese New Year	All	Public holiday
2 Feb (Thu) & 9 Feb (Thu)	P4 Museum Based Learning (P.M.)	P4	Details will be provided closer to the dates.
7 Feb (Tue)	Parents' Briefing (P.M.)	P1 – P3	Details will be provided closer to the dates.
8 Feb (Wed)	Parents' Briefing (P.M.)	P4 – P6	Details will be provided closer to the dates.
13 Feb (Mon)	Start of P4 and P5 Remedial Lessons (P.M.)	P4 & P5	Students will be notified if they need to attend.
6 Mar (Mon), 7 Mar (Tue), 9 Mar (Thu) & 22 Mar (Wed)	P5 Diversity of Cells Workshop at Singapore Science Centre (P.M.)	P5	Details will be provided closer to the dates.