

WEST VIEW PRIMARY SCHOOL
PASSIONATE LEARNERS • CONFIDENT LEADERS



P1 2026 Parents' Handbook



Every West Viewan a Passionate Learner and Confident Leader



School Vision

Every West Viewan a Passionate Learner and Confident Leader

School Mission

To make school inviting and learning inspiring
for our learners to grow holistically

School Values

Everyone's a TALENT!

Trustworthy

Active in Learning

Empathetic

eNterprising

Tenacious



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Key Contacts



West View Primary School

Address: 31 Senja Road Singapore 677742

Email: wvps@moe.edu.sg

Website: <http://westviewpri.moe.edu.sg/>

Phone: 6760 0178

Fax: 6760 0147

Office Hours: Monday to Thursday, 7.15 am to 5.15 pm

Friday, 7.15 am to 4.45 pm

Heads of Instructional Programmes

English Language	Mrs Ho – Tan Soon Hui Email: tan_soon_hui_a@schools.gov.sg
Mathematics	Mdm Cai Xingyi Email: cai_xingyi@schools.gov.sg
Mother Tongue Languages	Mdm Michelle Lew Email: lew_yee_loo_michelle@schools.gov.sg

Heads of Lower Primary

Year Head (Lower Primary)	Ms Soo Bee Li Email: soo_bee_li@schools.gov.sg
Subject Head (Student Management – Lower Primary)	Mdm Tan Toon Lim Email: tan_toon_lim@schools.gov.sg



Primary One Form Teachers

1 Aspiration	Ms Clara Chia Email: chia_min_clara@schools.gov.sg
	Mdm Liu Ying Email: liu_ying@schools.gov.sg
1 Brilliance	Mdm Deepa d/o Thangamani Email: Deepa_Thangamani@schools.gov.sg
	Mdm Wee Shi Xiu Email: wee_shi_xiu@schools.gov.sg
1 Confidence	Mrs Tan-Tay Li Gek Email: tay_li_gek@schools.gov.sg
	Mdm Shoba D/O Mohan Email: shoba_mohan@schools.gov.sg
1 Diligence	Mdm Michelle Khoo Email: Khoo_Wei_Lin_Michelle@schools.gov.sg
	Miss Ong Kai Wei Email: ong_kai_wei_a@schools.gov.sg
1 Empathy	Miss Devapriya Email: devapriya@schools.gov.sg
	Mdm Cheng Siew Kim Email: cheng_siew_kim@schools.gov.sg



Important Note

Important note

- Write contact numbers (home, parent/guardians' office and mobile phone numbers) in the Student Handbook
- Inform the teachers of your child/ward's medical condition or allergies (if any)
- Ensure that your child/ward knows his/her medical condition(s)
- If you need to speak to your child/ward's teacher, an appointment should be arranged through:
 - ~ a note in your child/ward's Student Handbook
 - ~ an email to the teacher or the school
 - ~ a message left with the General Office
- NEW! Pre-order your child's recess meals for 2 January, 5 to 9 January using the AMIAPP School. You can preorder from 22 December 2025.



First Few Days of School

School Hours for the First Week

Primary 1 Day 1, 2 January 2026 (Friday)
8.30 am to 12.30 pm

Parents are invited to spend the day in school

Primary 1 Start-it-Right, 5 to 9 January 2026 (Monday to Friday)
7.25 am to 12.30 pm

Parents can be present during P1 recess on 5 January 2026 (Monday)
9.30 am to 10.00 am



Start-it-Right Programme

WVPS Start-It-Right Programme (SIR)

Objectives of the programme:

- ✓ Help parents/guardians and pupils to assimilate into the school system
- ✓ Form close partnerships to nurture the pupils holistically

P1 Investiture

P1 Investiture

- At the end of the orientation period, a P1 Investiture ceremony will be held
- We would be celebrating the new beginning with the P1 pupils
- All parents are invited!
- We will inform you of the mode and structure of the investiture closer to the date



Date: 26 January 2026 (Monday)
12.30 pm to 1.30 pm

Be My Buddy

Be My Buddy

- Each Primary 1 pupil will be paired with at least one Primary 4 Buddy, who will help him/her familiarise with the school routines
- Your child's Buddy will introduce the school, role model how to collect the bento boxes during recess and provide support



Preparing Your Child for School

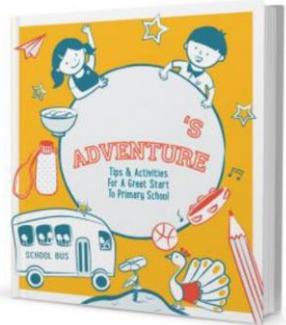
Preparing Your Child

- Prepare your child mentally by sharing your positive school experience
- Teach your child/ward how to introduce himself/herself
- Things your child/ward should be able to do independently:
 - ✓ Asking for permission
 - ✓ Going to the toilet
 - ✓ Handwashing
 - ✓ Removing and wearing his/her socks and shoes
 - ✓ Organising school bag
 - ✓ Holding a pencil correctly
 - ✓ Writing his/her name
- Knowledge that your child/ward should have:
 - ✓ Letters of the alphabet
 - ✓ Counting from 1 to 10
- Pre-empt your child/ward about the difference between a pre-school and a primary school
 - ✓ Larger learning environment
 - ✓ Longer school hours
 - ✓ More interaction with pupils and teachers

Available through Parent's Gateway

FOR YOU & YOUR CHILD
**PARENT-CHILD
ACTIVITY BOOK**

Tips & Activities for a Great Start to Primary School



Things to Bring to School

School Bags

- Lightweight bags preferred (trolley bags are strongly discouraged)
- Pack school bag according to the timetable (once received)
- Maximum safe weight of the school bag and its contents is 3 kg
- Ensure all belongings are labelled – water bottles, lunch box, wallet, purses, stationery, colour pencils, books, shoes, uniforms etc.

Things to Bring to School Every Day

- A small water bottle
- A small bag to put hand sanitiser, tissue paper, and a thermometer (an oral digital thermometer will be issued to each pupil)
- A light and healthy snack for Snack Break
- Student Handbook
- Storybook
- Stationery (pencils, eraser, ruler, sharpener)
- Coloured pencils
- Homework File
- NEW! AMI card for collection of pre-ordered bento
- Pocket money of around \$2



Day 1: 5 January

- Character and Citizenship Education (FTGP) P1
- 4 Broad Line Exercise Books
- WVPS Report Book

Day 2: 6 January

- 1 Purple File (English Language)
- 1 Yellow File (Mathematics)
- Primary Mathematics P1A and P1B Textbook & Practice Books



Day 3: 7 January

Chinese Language

- 2 Medium-square Exercise Books
- Chinese Language (欢乐伙伴 2.0) Textbook P1A
- Chinese Language (欢乐伙伴 2.0) Activity Book P1A
- Chinese Language (欢乐伙伴 2.0) Writing Exercise Book P1A
- Chinese Language (欢乐伙伴 2.0) Character Cards 1A (Small)
- Character and Citizenship Education P1 (Chinese)
- 1 Blue File (Mother Tongue)
- Chinese Language Supplementary Readers & Reading Passport Bundle (Book 1-28)

Malay Language

- 2 Exercise Books (broad lines)
- 2 Jotter Books (broad lines)
- Malay Language (Cita) Textbook P1A
- Malay Language (Cita) Activity Book P1A
- Malay Language (Cita) Small Reader P1A Bk 1-4
- Character and Citizenship Education P1 (Malay)
- 1 Blue File (Mother Tongue)
- Malay Language Supplementary Readers & Reading Passport Bundle (Book 1-8)

Tamil Language

- 1 Broad Line Exercise Book
- 1 Lined Jotter Book
- Tamil Language (Inbathamizh) Textbook P1A
- Tamil Language (Inbathamizh) Activity Book P1A
- Tamil Language (Inbathamizh) Penmanship P1A
- Character and Citizenship Education P1 (Tamil)
- 1 Blue File (Mother Tongue)
- Tamil Language For Primary School (Inbathamizh) Student Reader P1 (Book 1-3)



School Timetable

School Timetable

Timing	Activity
7.20 am to 7.25 am	Flag-raising and announcement
7.30 am to 9.30 am	Lessons
9.30 am to 10.00 am	Recess
10.00 am to 11.55 am	Lessons
11.55 am to 12.05 pm	Snack break
12.05 pm to 1.25 pm	Lessons
1.30 pm	Dismissal



Subjects Offered in Primary 1

Subjects Offered in Primary 1 in WVPS

- English Language (EL)
- Mathematics (MA)
- Mother Tongue Languages (MTL)
(Chinese, Malay, Tamil, Hindi)
- Social Studies (SS)
- Physical Education (PE)
- Music (MU)
- Art and Craft (AC)
- Programme for Active Learning (PAL)
- Character and Citizenship Education (CCE)
- Form Teacher Guidance Period (FTGP)
- Curriculum-based Learning Programme (CLP)
(P1 2026 English Enrichment Programme and Mathematics Learning Centres)



Holistic Assessment

Assessment for Primary 1 Pupils in WVPS

- No weighted assessment
- Focus on building your child's confidence and desire to learn
- Informal 'bite-sized' assessment tasks
- Carried out regularly and feedback given through rubrics and pupils' work that focuses on the process of learning



School Uniform

School Uniform

- Wear uniform daily with white ankle socks and black school shoes
- Temporary name tag is to be worn daily until the embroidered name tags are ready and sewn on
- Please refer to the Student Handbook for the School Rules and Regulations

Temporary Name Tag

Temporary Name Tag

- This is to be worn daily for first few weeks of school
- State clearly how your child should be dismissed from school

	WEST VIEW PRIMARY SCHOOL PASSIONATE LEARNERS • CONFIDENT LEADERS
Name:	
Class:	
<input type="radio"/> School Bus Company : _____	
<input type="radio"/> Student Care Centre : Big Heart/STA/_____	
<input type="radio"/> Fetched by Parent/Guardian/Siblings in WV	



Pre-Assembly

Pre-Assembly

- Activities planned for your child
 - ✓ Tone-setting for the week
 - ✓ Teacher-Pupil Interaction Time (TPIT)
 - ✓ Silent reading



Recess

Recess

- Recess is from 9.30 am to 10.00 am daily
- Ensure that your child is given enough pocket money
(\$2 should be sufficient)
- Onboard Central Kitchen Meal Model and pre-order your child's school meals priced between \$1.80 to \$2.70 from 22 December 2025 onwards.
- Additional food and drinks options are available from WVPS snacks stall and vending machines.



10-minute Break

10-minute Break

- 10-minute break is from 11.55 am to 12.05 pm
- Pupils will take the break inside the classroom
- Prepare some simple dry snacks like biscuits, buns, fruit, small packet of milo



Co-curricular Activities (CCA)

Co-Curricular Activities (CCA)

- CCA is **NOT** compulsory
- WVPS offers the following CCAs
 - ✓ **Modular:** Information Communication Technology, Performing Arts, Visual Arts, Life Skills and Sports
 - ✓ **Performance Groups:** Brass Band and Modern Dance Club
 - ✓ **Sports and Games:** Football (Boys only), Basketball (Boys only) and Floorball (Girls only)
 - ✓ **Uniform Group:** Scouts
 - ✓ **Clubs:** Art & Craft Club and Environmental Science Club
- Pupils in Primary 1 will be invited to join CCAs in Primary 3



Dismissal

Pupils with Older Siblings

- P1 teachers will lead the pupils to the foyer
- Pupils with older siblings will wait at the foyer



Bus Commuters

- Make sure the tag issued by the transport company is fastened securely to your child's school bag
- Write down the details of the bus company on your child's temporary name tag
- Get your child to remember the bus number if possible
- Pupils will assemble in the hall



Pupils Going to Student Care

- Ensure that your child knows the name of the student care he/she is attending
- Pupils will assemble in the hall

Private Vehicles

- Private vehicles will be allowed to enter school premises around 1.45 pm when the school buses have left to ensure the safety of all



Home-School Partnership

Home-School Partnership

- Look out for the notifications and letters sent via Parents Gateway about school events and calendar
- Visit the school website for all important dates and information for the term at <http://westviewpri.moe.edu.sg/>
- Follow us on Facebook at <https://www.facebook.com/westviewpri> and Instagram at <https://www.instagram.com/westviewps/?hl=en>



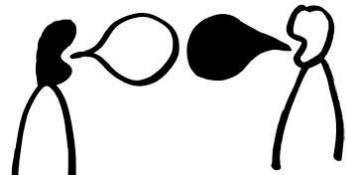
- Many teachers are also using ClassDojo for ease of communication and updates with parents. More details will be shared with you.



Parent-Teacher Conferencing

Parent-Teacher Conferencing

- If you need to speak to your child's/ward's teacher, an appointment should be arranged prior to the date through:
 - ✓ a note in your child/ward's Student Handbook
 - ✓ an email to the teacher or the school
 - ✓ a message left with the General Office



Parents Gateway

Parents Gateway

SingPass Registration and 2FA Setup

- SingPass 2-Step Verification (2FA) is required for on-boarding. If you have not registered for a SingPass or have not set up the 2FA, please visit the SingPass website. (<https://www.singpass.gov.sg>)
- Should you require further assistance, please contact SingPass Helpdesk at 6643 0555.

Download Parents Gateway Mobile App

- Open the Apple App Store or Google Play Store app on your mobile phone.
- Search for the ‘Parents Gateway’ mobile app, or scan the QR code below.
- Download and install the app onto your phone.
- Enable **‘Allow Notifications’** to receive push notifications.



For Android	For iOS
	



Absence from School

Absence from School

- Please call 6760 0178 to inform the school or email wvps@moe.edu.sg or the form teachers if your child/ward is going to be absent
- Absence should be covered by medical certificates from doctors or letters from parents
- School will only accept up to **five letters** from parents as valid reasons per semester
- Students are strongly discouraged from taking leave before the school vacation period or during term time



Early Dismissal

Early Dismissal

- If your child is unwell/needs to be released early, a parent/guardian is required to accompany him/her home from school
- Report at the security counter to get a visitor's pass
- Proceed to the General Office to sign and record your particulars in the Early Dismissal Logbook.
- Collect the Pupil's Early Departure Permit Pass from the office staff and present it to the security officers before leaving the school premises



Partners-in-Action (PiA)

Partners-in-Action (PiA)

- Dedicated parents who partner the school to support fellow parents in nurturing their children
- Provide a platform for parents to network, share, learn, and support each other in their parenting journey
- You are invited to contribute and be one of our partners in PiA
- To find out more, visit us at <https://westview pri.moe.edu.sg>



Financial Assistance Scheme

Financial Assistance Scheme

- Applicable to Singapore Citizens only
- Obtain the forms from the General Office or speak to our clerical staff to make further enquiries



School Health Services

School Health Services

- To support your child's well-being, the Health Promotion Board provides free health services, such as screening, immunisation and dental checks in schools
- Parents must give their consent before their children receive the services
- Log on to <http://childconsent.hpb.gov.sg> using your Singpass to submit your consent online once it is available



Useful Contacts



Big Heart Student Care

Contact: 9855 2910

Email : westview@shgstudentcare.com.sg

Operating Hours :

School Days 1.30 pm to 7.00 pm (Monday to Friday)

School holidays 7.30 am to 7.00 pm (Monday to Friday)

Closed on Saturdays, Sundays and public holidays



School Bus

JK59 Pte Ltd

Contact : 6465 5959





Book Shop & School Uniform

Pacific Bookstores

Phone : 6929 8012

Website : <http://www.pacificbookstores.com>

Email : sales@pacificbookstores.com

Operating Hours : 8.00 am to 3.00 pm (Monday to Friday)

Lunch Break : 12.30 pm to 1.30 pm

(NOTE: You are encouraged to make your purchases online. Submit your pre-orders and have the items delivered to you or self-collect at the school bookshop. Appointments needed.)



Dental Clinic

Phone: 87985043

Opening Hours: Please refer to school website

