



RAFFLES GIRLS' PRIMARY SCHOOL

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RGPS/N24/P4/028

06 November 2024

Dear Parents/Guardian

2024 P4 NOVEMBER CIRCULARS

In this set of circulars, you will find the information on the following programmes. Please refer to the table below for a list of circulars which you will be receiving. We seek your cooperation to follow up accordingly and adhere to the submission dates.

If you require any clarifications, you may contact the General Office at 6468 4377 or email the teacher-in-charge as indicated accordingly.

S/N	Item	Remarks
1	Honours Day 2024	15 November
2	Guidelines on the Use of Smartphone and Smartwatch	
3	Repair and Replacement of School Uniforms for 2025	
4	Change in Dismissal Time for Afterschool Programmes in 2025	
5	SLS Downtime for System Upgrade, Organising and housekeeping their files in the Student iCON Google Workspace.	
6	Use of Microsoft Teams for online meetings from 2025 onwards	
7	Parents' Feedback on School Partnership & Admin (Primary 4)	
8	President's Award for Teachers (PAT) 2025 & Outstanding Youth in Education Award (OYEA) 2025	
9	North-West Sustainability Festival 2024	

Thank you.

Your Partner in Education
Mrs Elaine Quek
Principal

1. Honours Day 2024

We will be celebrating our Honours Day on Friday, 15 November 2024 from 9.00 a.m. to 11.30 a.m. Only Primary One to Five prize recipients and concert performers need to attend the event. Pupils involved will be briefed on the details for the event.

Primary Six prize recipients will receive their awards during P6 Graduation Day on 15 November 2024 from 2.00 p.m. to 4.30 p.m.

All other pupils do not need to be in school for Honours Day. Due to space constraints, we will only be able to invite a maximum of two family members of prize recipients from Primary One to Five to attend the event. The invitation will be sent out in Week 9 of this term.

We congratulate all prize winners in advance as we affirm their efforts.

2. Guidelines on the Use of Smartphone and Smartwatch

Background Information

As part of current and upcoming Whole-of-Government measures to encourage appropriate screen use and help students set healthy boundaries on the use of digital device, we seek the support of parents/guardians to ensure your child's/ward's adherence to the following guidelines.

Guidelines on the Use of Smartphone and Smartwatch

To ensure that smartphones and smartwatches do not interfere with teaching and learning, and to safeguard the privacy of all students, students need to adhere to the following:

- 1) Students are not allowed to use their smartphones and/or smartwatches, during school hours including recess, CCA and after school programmes (e.g. supplementary, enrichment or remedial lessons).
- 2) Students who bring their smartphones and/or smartwatches to school are to put them in lockers or in their school bags (in the absence of lockers) before school start time. They can retrieve the devices after school ends.
- 3) Students shall bear the responsibility for safekeeping of their smartphones and/or smartwatches. The school will not be responsible for the loss or damage of their devices.
- 4) Students are only allowed to use their smartphones and/or smartwatches at the pick-up points to contact their parents.
- 5) Smartwatches are not allowed to be worn during weighted assessments and examinations. For time-telling purpose, students can refer to the clocks in school or wear a simple watch.
- 6) The smartphones and/or smartwatches will be confiscated and returned to parents only by the Principal or Vice-Principal if any of the rules is broken and reminders are ignored.

Registering the use of smartphone and/or smartwatch

- 7) The smartphone and/or smartwatch needs to be registered. The student may get the smartphone and/or smartwatch registration form from the General Office and return the completed form to the class form teacher (for P1 and P2 students) or staff at the General Office (for P3 to P6 students).
- 8) The smartphone and/or smartwatch will be labelled (label provided by the school).
- 9) Only a registered smartphone and/or smartwatch is allowed in the school.
- 10) If a student changes her smartphone and/or smartwatch she will be required to submit a new application.
- 11) The smartphone and/or smartwatch should not be expensive.

Inappropriate use of smartphone and/or smartwatch

- 12) Any student who uses vulgar or obscene languages while using her smartphone and/or smartwatch will be disciplined.
- 13) Pupils with smartphone and/or smartwatch should not engage in personal attacks, harassment and/or posting of private information about another person or sending of private photos or objectionable images. Students using the device to bully other pupils will be disciplined.

The above guidelines do not apply to the POSB Smart Buddy watches.

3. Repair and Replacement of School Uniforms for 2025

As we approach the end of another successful school year, we would like to take a moment to express our gratitude for your ongoing support and cooperation. Your dedication to your child's/ward's education is greatly appreciated.

With the current academic year coming to a close, we want to remind you about the importance of maintaining and replacement of your child's/ward's school uniform. Proper uniforms not only contribute to the overall image and identity of our school but also help create a conducive learning environment. To ensure your child/ward is well-prepared for the upcoming school year, please consider the following:

a. Uniform Maintenance:

It is essential that uniforms remain in good condition. Please take the time to inspect your child's/ward's uniforms and make any necessary repairs or replacements. This may include sewing up tears, replacing the velcro on school belts, replacing missing buttons, or lengthening their pinafores.

If your child's school uniform has worn-out velcro that no longer sticks or fastens properly, you may consider replacing the velcro with metal buckles or press studs, which will be discreet when the belt is fastened. Please ensure that stitches cannot be seen when the belt is fastened. Alternatively, replacement velcro can be purchased from various retail outlets or bookshops around Singapore.

b. New Uniforms for the Next School Year:

To guarantee your child/ward has the required uniforms for the upcoming academic year, we recommend checking for proper fit and condition. Growth spurts happen, and it is essential that uniforms fit comfortably and are of an appropriate length. If your child/ward has outgrown their current uniforms, please plan accordingly and purchase new ones during the December school holidays.

c. Uniform Guidelines:

Please remember to adhere to our school's uniform guidelines, which can be found on our school website or in the student handbook. This also applies to school shoes which must be white and socks which reach the ankle and are easily visible. This will help ensure that your child/ward is dressed appropriately for school and follows our established uniform policy.

d. Uniform Exchange or Donation:

If you have gently used uniforms that your child/ward has outgrown, we encourage you to consider donating them to the school. This helps our pupils who may get caught in sudden changes in weather or who have accidents in school which would require a change of uniform.

e. Ordering Deadlines:

If you plan to order uniforms through Bibi and Baba, please be aware of the ordering deadlines to guarantee timely delivery before the start of the next school year. Please do note that they are usually very busy at the end of the year and do time your visit before the rush.

Your cooperation in maintaining and replacing your child's/ward's uniforms is greatly appreciated. It ensures that they are comfortable, confident, and ready to focus on their studies when they return for the next school year.

We wish you a safe and enjoyable break with the girls and look forward to welcoming your child/ward back in 2025. If you have any questions or concerns regarding uniforms or any other school-related matters, please do not hesitate to reach out to our school office.

Thank you for your continued support, and we wish you a wonderful end to the current school year.

4. Change in Dismissal Time for Afterschool Programmes in 2025

As part of school review, the school has streamlined all afterschool programmes to start at 2pm and end at 3pm or 4pm in 2025 instead of 5pm to enhance students' wellbeing. However, there may be ad-hoc programmes that may go beyond 4pm subject to external organisations' involvement.

Monday	Tuesday	Wednesday	Thursday	Friday
CCA 2pm - 4pm	CCA 2pm - 4pm	Enrichment/Remedial 2pm – 3pm 3pm – 4pm	CCA 2pm - 4pm	Nil

5. SLS Downtime for System Upgrade and Organising and housekeeping their files in the Student iCON Google Workspace

The Singapore Student Learning Space (SLS) will be temporarily unavailable during a system upgrade from Tuesday, 26 November 2024 until the evening of Wednesday, 27 November 2024. Thank you for your understanding.

With the end of the school year approaching, students are encouraged to organise and housekeep their files in their Student iCON during the school holidays to prepare for the new school year.

You can guide your child/ward to refer to the useful Tips & Tricks to organise and housekeep their learning resources in Student iCON in the attached E-poster and guides. Being organised can benefit their learning as it will enable them to store and retrieve their learning resources more efficiently.

6. Use of Microsoft Teams for online meetings from 2025 onwards

We would like to share that for online meetings from 2025 onwards, e.g. Parent-Teacher Meeting, the school will be using Microsoft Teams instead of Zoom. We will share more information when school reopens on how you can join the school's online meetings using Microsoft Teams.

7. Parents' Feedback on School Partnership & Admin (Primary 4)

As we come to the end of the academic year, we would like to seek your feedback on home-school partnership and admin support through a survey.

You can access the survey by clicking on the link below. If you have more than one child studying in RGPS, you can submit the survey just once.

Survey for P4 parents: <https://go.gov.sg/rqpsp4parentsurvey>

Your feedback is important to us and we would appreciate if you can respond to the survey by **Wednesday, 13 November**. Thank you.

8. President's Award for Teachers (PAT) 2025 & Outstanding Youth in Education Award (OYEA) 2025

Every year, the President's Award for Teachers (PAT) and the Outstanding Youth in Education Award (OYEA) are given out to teachers in Singapore to recognise their professional excellence. Both PAT and OYEA are national awards.

PAT pays tribute to experienced teachers for their role in moulding the future of our nation. These teachers are role models for the teaching profession as they embody a deep passion for teaching, and they inspire both their students and peers through their words and deeds.

OYEA recognises young teachers who have shown admirable passion for teaching, and commitment to inspiring and nurturing their students. These teachers embody youthful idealism, energy and enthusiasm, and inspire both their students and peers through their words and deeds. Teachers who are 35 years old and below in 2025 are eligible for the award.

Nominations for PAT 2025 and OYEA 2025 are now open and will close on Friday, 10 January 2025.

We would like to invite you and your child/ward to submit your nomination(s) for one or more deserving teacher(s) by clicking on the URLs or scanning the QR codes below. Your nomination(s) will be a source of encouragement for the teacher(s).



For queries and/or feedback about the awards, please contact MOE_PATOYEA@moe.gov.sg.

Thank you for your support in recognising the contribution and impact of our teachers!

9. North-West Sustainability Festival 2024

Following the End-of-Year Examinations, you may wish to unwind with your child at a meaningful event. The North West Community Development Council (CDC) will be organising the annual North West Sustainability Festival from 8 to 10 November 2024, 9am to 9pm, at Hillion Mall, Outdoor Plaza (next to Bukit Panjang MRT Station). This year's festival explores the crucial theme of Food Sustainability, unveiling ways for residents to embrace responsible and sustainable food practices.

Some of the key highlights of the festival include:

- 1) Story-telling & craft corner;
- 2) Farmers' Market (only on 9 & 10 November);
- 3) Cooking demo & contest;
- 4) Green and eco-food workshops;
- 5) Interactive exhibits and game activity on Food Sustainability;
- 6) Ugly Food Distribution; and
- 7) Giant egg-tray installation (for photo opportunity).

In addition to the interactive and informative exhibits, you and your child can also take

part in various workshops, cooking demonstrations and contests, providing everyone with a rich and educational learning experience. Best of all, this three-day festival is FREE for everyone. The poster is attached below for your reference. For more information and registration, please visit www.go.gov.sg/nw-sustfest.