



RAFFLES GIRLS' PRIMARY SCHOOL

21 Hillcrest Road, Singapore 289072. Tel: 64684377 Fax: 6469 2024

RGPS/N25/P4/001

30 December 2024

Dear Parents/Guardian

2025 P4 JANUARY CIRCULARS

We would like to wish all a happy 2025 ahead and may every day of your life be filled with blessings. We would also like to welcome your child/ward back to school. To families who are celebrating the Chinese New Year, we wish you a happy and prosperous Lunar New Year in advance. May the new year bring you happiness, prosperity and good health.

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	Welcome Back to School & COE 2025	Refer to Annex A for COE 2025
2	RGPS-LTA Traffic Advisory	
3	Change of One-Way Traffic Timing	
4	Student Details Form	From 2 January to 31 January 2025
5	POSB Smart Buddy for Payment in School Canteen and Bookshop	Refer to attached PDF for Smart Buddy Registration Letter
6	Intent to Participate in National School Games 2025 – for CCAs not offered in RGPS	Deadline: 26 January 2025
7	The use of Smartphone & Smartwatch	
8	P4 Online Parent-Teacher Meeting	9 January 2025

Thank you.

Your Partner in Education
Mrs Elaine Quek
Principal

1. Welcome Back to School & COE 2025

We hope that you have had a good break with your child/ward and we would like to welcome her back to school on **2 Jan 2025 (Thur) for P1** and **3 Jan 2025 (Fri) for P2 – 6**.

As we start the new year, please take note of the following:

I. **Safe Management Measures**

Students are to bring their thermometers on **15 Jan (Wed)** for Attendance and Temperature Taking Exercise.

In line with MOH's advice and as part of our efforts to ensure the safety and well-being of our students and staff, please observe the following measures:

- If your child/ward is feeling unwell, please take her to see a doctor and do not allow her to come to school.
- If your child/ward is recovering from respiratory-related illnesses, she is advised to wear a mask and minimise social interactions with big groups.
- Maintain good personal hygiene and improve hand hygiene by using sanitizers and soap available in school.

Your vigilance and cooperation are important in keeping our school safe for all.

II. **School Bookshop**

We would like to provide our reassurance to parents/guardians who are unable to purchase all the textbooks before school starts. Parents/guardians can walk into the school bookshop between 2.00pm and 3.00pm (Mon – Fri) to purchase books.

III. **School Dismissal**

The school will continue to practise staggered dismissal times in the interest of the well-being of all students. The arrangements are as follow:

Dismissal Time	Levels
1.20pm	P1
1.25pm	P2, P3
1.30pm	P4, P5, P6

In the event of inclement weather, P1 and P2 students will be dismissed by class from the canteen, while P3 students will be dismissed from the unloading bay beside the canteen.

IV. **Traffic Matters**

Please take note of the following traffic matters. Your cooperation and consideration will help to make arrival and dismissal safe and smooth for all.

4.1 Students Walking to School

Students coming from the direction of the MRT station or Dunearn Road should enter the school by Gate 2A. From Gate 2A, students can access the hall and classrooms safely via the sheltered walkway and link bridge.

4.2 Drop-off & Pick-Up by Private Cars

Students can alight along the whole stretch from the canteen to the basketball court. This stretch can accommodate at least 10 cars at any one point, when parents **drive forward as far as possible**. Students can also alight at Car Park C (see map below) and use the link bridge to access the hall and classrooms directly. Please ensure that your child/ward is ready to alight promptly when your car stops. Parents should not disembark from the car.

Cars are allowed into the school for pick-ups at 1.40pm after the school buses leave. Cars are not allowed to wait outside the school before 1.35pm. Please do not come too early and note that partial one-way traffic along Hillcrest Road operates from 1.00pm – 2.00pm and 3.30pm – 4.30pm for CCAs. For school dismissal pick-ups, P1 to P4 parents should drive to the canteen pick-up point, while P5 and P6 parents should drive to the basketball court where the students gather to wait.



4.3 Indiscriminate Parking

Please do not park your cars indiscriminately along Hillcrest Road and Watten Rise during school dismissal. Indiscriminate parking makes traffic impassable and has resulted in a few near misses. LTA deploys officers to carry out ground enforcement of traffic rules and will issue summons to drivers who infringe the rules. Please refer to the attached advisory notice from LTA for more information.

V. CCA & Enrichment Programmes

CCAs and Enrichment Programmes will start in week 3.

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

VI. Calendar of Events

Please refer to [Annex A](#) for the calendar of school events for Semester 1.

As we move into 2025, we look forward to your continued support and partnership in the holistic development of your child/ward.

Calendar of Events – 2025 Term 1 & 2**accurate as 30 Dec 2024*

Calendar of Events – 2024 Term 1			
Week	Date	Day	School Event
1	2 Jan	Thur	First Day of School – P1
	3 Jan	Fri	First Day of School – P2 to P6
2	6 Jan	Mon	P2 Parent-Teacher Meeting
	7 Jan	Tue	P3 Parent-Teacher Meeting
	8 Jan	Wed	P5 Parent-Teacher Meeting
	9 Jan	Thur	P4 Parent-Teacher Meeting
	10 Jan	Fri	P6 Parent-Teacher Meeting
3	Start of CCAs, Enrichment and after-school HMT Lessons		
	13 Jan	Mon	P1 Parent-Teacher Meeting
4	28 Jan	Tue	Chinese New Year Celebration [<i>Early Dismissal 10.30am</i>]
	29-30 Jan	Wed-Thur	Chinese New Year Holiday [<i>No School</i>]
5-7	Health Screening		
8	<ul style="list-style-type: none"> • P6 SC WA 1 • P6 MT WA 1 		
9	<ul style="list-style-type: none"> • P4 GEP Ma Investigative Task • P5 GEP Ma Investigative Task • P5 GEP EL CT • P6 EL WA 1 • P6 MA WA 1 • P6 GEP SC Performance Task 		
	5 Mar	Wed	P4 Parents' e-Briefing on Subject-Based Banding
10	12 Mar	Wed	P6 Parents' e-Briefing on PSLE Scoring, S1 & DSA Posting

March Holidays: 15 Mar to 22 Mar

Calendar of Events – 2025 Term 2			
Week	Date	Day	School Event
2	31 Mar	Mon	Hari Raya Puasa <i>[No School] Tentative</i>
4	17 Apr	Thur	Parent-Teacher Conference <i>[No School]</i>
	18 Apr	Fri	Good Friday <i>[No School]</i>
5	<ul style="list-style-type: none"> • P3 EL WA 1 • P3 MA WA1 • P4 MA WA1 • P4 SC WA 1 • P5 EL WA 1 • P5 MA WA1 • P6 MT WA2 – Oral 		
6	28-30 Apr	Mon - Wed	<ul style="list-style-type: none"> • Raffles Fiesta • P5 Camp
	1 May	Thur	Labour Day <i>[No school]</i>
7	<ul style="list-style-type: none"> • P3 MT WA 1 • P3 SC WA 1 • P4 MT WA 1 – Oral • P5 MT WA 1 • P5 SC WA 1 • P6 EL WA2 – Oral 		
8	<ul style="list-style-type: none"> • P4 GEP MA CT • P5 GEP MA CT • P5 GEP SC CT • P6 SC WA 2 		
	12 May	Mon	Vesak Day <i>[No School]</i>
9	<ul style="list-style-type: none"> • P6 MA WA 2 		
10	28 May	Wed	P5 Parents' e-Briefing on Direct School Admission
Jun Hols	23-24 June	Mon- Tue	P3, P4 & P5 Conversational Chinese and Malay Programme (optional)
	23-25 Jun	Mon- Wed	P6 Supplementary Lessons

June Holidays: 31 May to 29 Jun

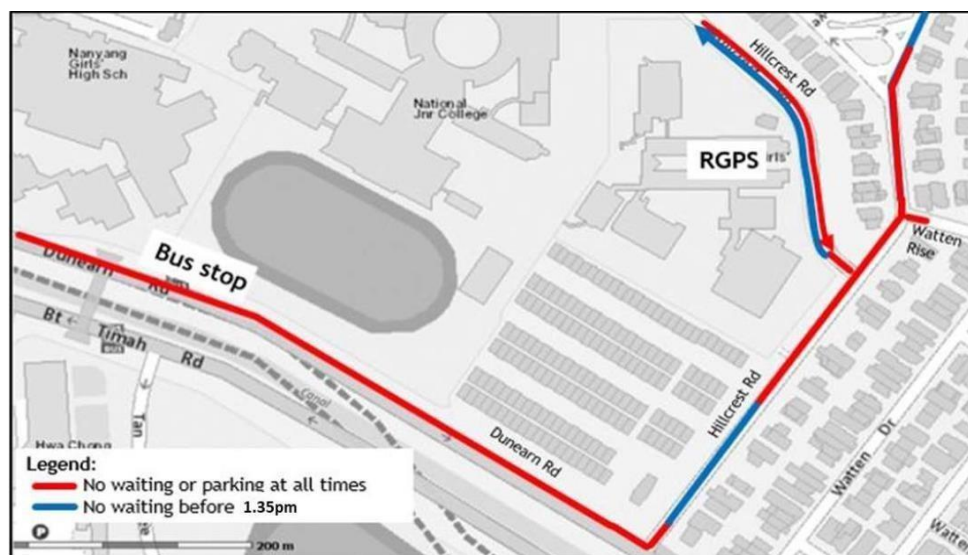
2. RGPS-LTA Traffic Advisory

PARKING REGULATIONS ALONG DUNEARN ROAD & HILLCREST ROAD OF RAFFLES GIRLS' PRIMARY SCHOOL

Our office has received feedback regarding vehicles waiting/parking indiscriminately around the vicinity of Raffles Girls' Primary School, before the actual school dismissal hours, since the year 2020.

When the next school term starts on 2nd January 2025, we seek the parents/guardians' understanding **not to arrive early and park indiscriminately**, as such inconsiderate act will cause inconvenience, obstruction and danger to other road users.

To prevent traffic congestion and crowding outside the school gate, **we will continue the arrangement of not allowing any vehicles at all times to wait ahead of time before the school gate is open along Dunearn Road and Hillcrest Road. LTA will take enforcement action against vehicles found waiting/parking before the school gate opens (please refer to the map)**. We strongly encourage you to arrive on time and should you arrive early, please wait at any nearby parking facilities before making your way down to pick your child/children.



In addition, for the safety of the members of public, we would like to urge all drivers to exercise care and consideration by **not parking** at these critical areas:

- 3 metres within a fire-hydrant;
- 6 metres within a junction;
- 9 metres within a bus stop or in front of bus stop;
- Single white zig-zag line (zebra-controlled zone);
- Entrance and exit of any premises;
- No double parking along Hillcrest minor road (leading to NJC); and
- No waiting or parking against the traffic flow.
- No parking or waiting along Hillcrest Road at all times.
- No waiting or parking along Dunearn Road at all times.

Under the Road Traffic Act, any of the above acts constitutes to a parking offence. Upon receiving feedback of such occurrences, **LTA will take enforcement action against vehicles found parking indiscriminately.**

Offenders are liable to face the following penalties:

S/n	Offences	First timer	Repeated offender	Demerit Points
a	Parking a vehicle on a road with an unbroken double yellow line	\$70	\$110	-
b	Parking at any entrances or exits of any other premises	\$70	\$110	-
c	Parking a vehicle within 3m of a fire hydrant, 6m of a road or street junction, or 9m of a bus stop	\$70	\$110	-
d	Stopping a vehicle in a manner which causes unnecessary obstruction to other road users	\$70	\$110	-
e	Stopping a vehicle without facing the direction in which the traffic moves	\$70	\$110	-
f	Parking abreast to another vehicle	\$120	\$180	3
g	Stopping a vehicle in a zebra-controlled area	\$120	\$180	3

Let us play our part to make the road safe for all motorists.

Thank you for your kind cooperation.

3. Change of One-Way Traffic Timing to 1530HRS to 1630HRS, Along Hillcrest Road

This circular is to inform residents that with effect from 1 January 2025, the one-way traffic time period during the afternoon along the Hillcrest Road and Watten Rise would be from 3.30pm to 4.30pm.

Residents and road users often faced heavy traffic flow along Hillcrest Road from 2.45 pm to 3.15 pm and 4.45 pm to 5.15 pm. These two periods coincided with the Raffles Girls' Primary School (RGPS) dismissal of her students who stayed back after school to attend co-curricular activities (CCAs) and enrichment programmes. During these periods, parents driving to RGPS to pick up their child create a brief disruption to the traffic flow around the school vicinity.

Currently, the one-way traffic scheme along Hillcrest Road and Watten Rise during CCA dismissal hours is in operation from 4.30 pm to 5.30 pm as parents' cars waiting to pick up their child queue up along one lane from 4.45pm during CCA dismissal hours. Enforcement officers were also deployed to enforce the one-way rule. This arrangement of the one-way traffic and deployment of traffic warden has helped to ease the flow of traffic along Hillcrest Road. At 3pm, the one-way traffic is not in operation and parents' cars which are queuing up to pick up their child create a bottleneck along the 2-way Hillcrest Road.

The Bukit Timah Citizens' Consultative Committee (CCC), Watten Residents' Network (RN), The Land Transport Authority (LTA) and Raffles Girls Primary School (RGPS) worked together to explore a sustainable solution to the traffic issue. The school had reviewed her CCAs and enrichment programmes and aligned both the dismissal times to end at 4pm. Due to the change in dismissal timing, the one-way traffic during CCA dismissal hours would be revised to 3.30pm to 4.30pm and this will be implemented from January 2025. Meanwhile, the one-way traffic flow during school dismissal hours from 1pm to 2pm would be retained. The traffic signs will be changed to reflect the new timings along Hillcrest Road and Watten Rise.

If you have any query or feedback, please contact the following officers,

Name	Designation	Organization	Contact Number
Mr Loh Yuh Por	Vice Principal (Administration)	Raffles Girl Primary School	6468 4377
Mr Alex Ong	Community Partnership Manager	Land Transport Authority	9129 6954

4. Student Details Form

- I. The Ministry of Education (MOE) would like to request for an update of your information and your child's/ward's information via the Student Details Form (SDF) for the purpose of providing educational services to your child/ward in MOE schools. Form will be opened **2 Jan 2025**.
- II. Please submit the information through the SDF portal which can be accessed via this URL: <https://pg.moe.edu.sg/forms/sdf> or the QR code below. Parents/Legal Guardians may login to the SDF portal using your Singpass account to submit your information and information of your child/ward. Authorised Caregivers can only submit your own information. *(Note: Parents of Primary 1 students do not need to resubmit information on the SDF portal if they have already done so at the end of last year, unless there are updates.)*



- III. The SDF portal can be accessed via desktop computers or mobile devices such as laptops and mobile phones.
- IV. We seek your help to complete the submission by **31 Jan 2025**.
- V. You may also wish to know that the SDF portal will be accessible till the last day of Term 4 for you to provide timely updates of your information and/or your child's/ward's information.
- VI. Please contact us at rgps@moe.edu.sg or **6468 4377** if you encounter any problems in accessing the portal. Thank you.

5. POSB Smart Buddy for Payment in School Canteen and Bookshop

RGPS has been partnering with POSB to implement the world's first in-school wearable tech programme, POSB Smart Buddy since 14 August 2017. With this programme, you will be able to pre-set your child's / ward's daily allowance, and monitor her expenses and savings conveniently with a mobile app. Your child / ward will be able to make payments at the school bookshop, canteen and selected merchants outside of school with the Smart Buddy watch. In

addition, you may choose to automatically transfer your child's / ward's savings into her ePOSBkids Account every month.

This initiative aims to help our pupils develop financial literacy and better saving habits. They will also learn about contactless payment as they experience using the wearable tech to pay for their purchases in the school canteen and bookshop.

You may refer to the attached digital registration letter by POSB for more details on the programme and sign-up process. Upon successful sign-up, POSB will post the welcome pack consisting of the wearable watch and other information to your mailing address. Your child will be able to begin making purchases with the POSB Smart Buddy watch from **2 January 2025** onwards.

We look forward to your support in this initiative.

6. Intent to Participate in National School Games 2025 – for CCAs not offered in RGPS

This notification is meant for students who have been training externally for sports that are recognized by the Singapore Primary Schools Sports Council and not being offered as a CCA in RGPS. Some examples of such sports competitions are Wushu, Swimming, Track & Field, Sailing, Golf.

If your daughter's/ward's coach deems her fit and prepared for participation in competition and would like to take part in the National School Games (NSG), please complete the form by 26 January 2025.

Any late submission will not be accepted.

The link to the form is <https://go.gov.sg/rgpsnsg2025>

We will contact you once we have received news of the NSG registration.

7. The Use of Smartphone & 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:

- A) 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).
- B) 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.
- C) 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.
- D) Students are only allowed to use their smartphones and/or smartwatches at the pick-up points to contact their parents.

- E) 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.
- F) 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

- G) 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).
- H) The smartphone and/or smartwatch will be labelled (label provided by the school).
- I) Only a registered smartphone and/or smartwatch is allowed in the school.
- J) If a student changes her smartphone and/or smartwatch she will be required to submit a new application.
- K) The smartphone and/or smartwatch should not be expensive.

Inappropriate use of smartphone and/or smartwatch

- L) Any student who uses vulgar or obscene languages while using her smartphone and/or smartwatch will be disciplined.
- M) 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.

8. P4 Online Parent-Teacher Meeting (PTM) on 9 January, Thursday (2.30pm)

We hope you have had a good break with your child/ward and we look forward to yet another safe and enriching year journeying with you in support of your child/ward in 2025.

The school believes in the importance of maintaining a close partnership with parents/guardian for the growth of our students and has established different channels to communicate with you throughout the year.

We have organised PTM at the beginning of the year to brief you on school matters. Parent-Teacher Conference (PTC) will also be held in the later part of this semester to forge closer home-school partnership. Subject teachers will use Parents Gateway (PG) to update you regularly on subject matters. Form and subject teachers may call or email you to discuss about your child's/ward's growth and progress in school.

Please refer to the schedule below for our upcoming PTM. It will be conducted virtually via Microsoft Teams. You may refer to the guide for parents to use Microsoft teams from the RGPS school website from 2 Jan onwards: <https://www.rafflesgirlspri.moe.edu.sg/ms-teams>

Time	Programme	Remarks
2.30pm to 3.10pm	<ul style="list-style-type: none"> • Principal's Address • Briefing on Level Matters by Year Head/ Assistant Year Head • Briefing on Character & Citizenship Education by Head of Department • Briefing on Physical Education, Art & Music (PAM) by Heads of Department (Physical Education & Aesthetics) 	<p>Please join PTM using the Meeting ID & Passcode 15 minutes before the start time as we will start promptly at 2.30pm.</p> <p>Meeting ID: 463 581 721 578 Passcode: mL6eW2uf</p>
3.15pm to 4.00pm	<ul style="list-style-type: none"> • Concurrent briefing sessions on English, Math, Science and Mother Tongue curriculum matters by Heads of Department/ Subject Heads ✓ Mainstream* ✓ Gifted Education [Part 1] (Briefing is conducted separately via Microsoft Teams) 	<p>Microsoft Teams details for briefing on Gifted Education curriculum matters will be sent separately by 31 December 2024.</p>
4.15pm to 4.30pm	<ul style="list-style-type: none"> • Meeting with Form Teachers 	<p>Microsoft Teams details will be shared by respective form teachers via PG by 31 December 2024.</p>
4.30pm to 5.30pm	<ul style="list-style-type: none"> • Gifted Education [Part 2] (Briefing is conducted separately via Microsoft Teams) 	

*The presentation slides on English, Math, Science and Mother Tongue curriculum matters by Heads of Department/ Subject Heads will be uploaded onto our school website by 2 January 2025.

Thank You.