

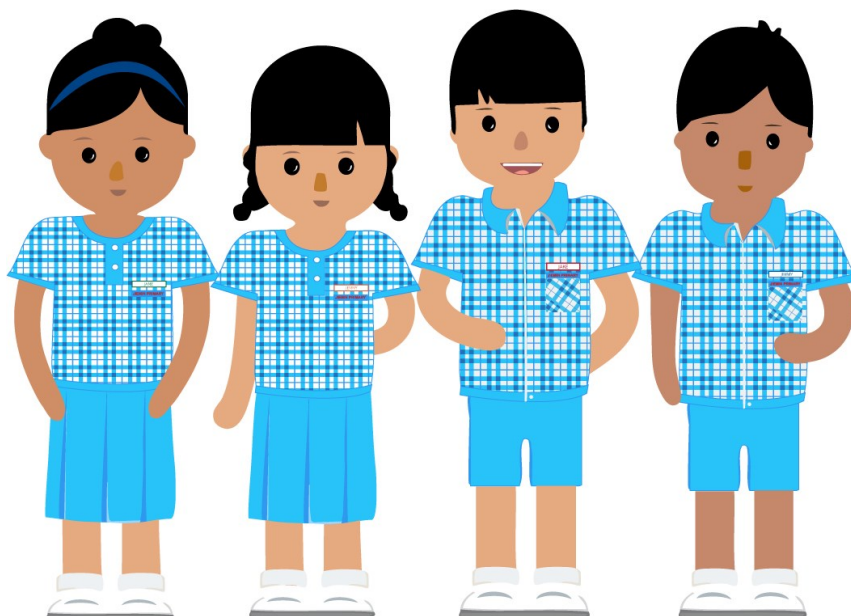
JIEMIN PRIMARY SCHOOL



STRIVE TO SUCCEED

Jiemin Primary School

P1 Orientation Information Booklet 2022



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Dear Parents,

Welcome to Jiemin Primary School! As your child enters the next stage of the educational journey, we want to assure you that you are not alone and we will be with you and your child every part of the way.

At Jiemin, our children will learn to navigate this big school as they explore the different places within, make new friends, learn with them and of course, play with these new friends too. Our children will also gain new knowledge from their teachers and peers, pick up the social skills needed for them to help themselves and others and most importantly, be equipped with life skills that will be useful to them in their lives.

There could be adventures and challenges on this journey, just like what we as adults have gone through. Our children may have to overcome obstacles with friendship, self-confidence, fitting in or even managing homework(!). If and when it happens, we want you to know that *whatever the weather, we will weather it together.*

Let us count the little successes that our children have achieved and guide them one small step at a time because *life is not about waiting for the storm to pass but learning to dance in the rain.*

Let us give our children the love, warmth and positivity that they give us every day. Let us be the fort that supports our children when they need a place of comfort and affirmation.

We would like to share with you that *life is like a camera, **focus** on what's important, **capture** the good times, **develop** from the negatives and if things don't work out, take another shot!*

From All of Us in the Jiemin Family

Useful Contacts

School

General Office	6758 6472
Fax	6755 9958
Email	jiemin_ps@moe.edu.sg
Website	https://jieminpri.moe.edu.sg

Key Suppliers

Bus Services

Mr Benng Ng (96 Transit)	8668 9923
Mdm Lim Kwee Hoe	9006 1050
Mr Lee Eng Lay	9379 5850

Bookshop

Continental Bookshop	6255 0181 https://thecontinental.sg/
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School Uniform

Chop Kong Chong Sembawang Shopping Centre 604 Sembawang Road, #02-13 (S) 758459	6753 1489 https://www.euniforms.com.sg/shop/product-category/primary-schools/jps/
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Oral Health

Dental Clinic <i>*Schedule to be confirmed in early 2022</i>	6757 4231
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About Jiemin Primary School

The name of the school, Jiemin, originates from two traditional Chinese schools, Jiegu and Quanmin Public Schools, which were functioning at Bukit Merah before their closure in 1984.

In January 1985, Jiemin Primary School started functioning at Yishun Street 71, then a new town with many young families. It had 23 classes and was holding another 16 classes for Peixin Primary School.

In March that year, another 13 classes from West Hill Primary School joined the school making a total of 52 classes. However, in June of the same year, Peixin pupils moved into their own premises in Yishun Ring Road, a few bus stops down the road.



About Jiemin Primary School

School Hours

P1 Jieminities are to be at the school concourse between 9.00 a.m. to 9.30 a.m. on the first day of school (4 January 2022).

From 5 January onwards, all P1 Jieminities are to be at the concourse by 7.30 a.m. All pupils are expected to be punctual for school.

School ends at the following times on the days stated below in adherence to safe management measures:

Dismissal Time	1.00 p.m.	12.45 p.m.
Day	Monday	Friday
	Tuesday	
	Wednesday	
	Thursday	

*Jieminities are to bring a thin storybook or similar item with them every day to read during Silent Reading Time before 7.35 a.m.

The type of books to bring on the different days are stated below:

Storybook	English	Mother Tongue
Day	Monday	Thursday
	Tuesday	Friday
	Wednesday	

P1 Jieminities have recess at the same time every day:

	Start	End
Recess	8.45 a.m.	9.15 a.m.
Snack Break	12.00 p.m.	12.10 p.m.

School Uniform

P1 Jieminities are to put on the school uniform every day.

They are to wear their PE attire for the entire day on the days when they have PE or PAL lessons.

About Jiemin Primary School

School Gates @ JPS

There are 2 **pedestrian gates** for Jieminites to enter the school premises and they have been marked with an **X** in the map below.

One gate is along Yishun Street 71 which is the **front pedestrian** gate while the other one is along Yishun Ring Road which is the **back pedestrian** gate.

If your child walks to school, please indicate the pedestrian gate that he / she is using during dismissal on your child's name tag (see page 10). This will help with the dismissal procedures.

Please select the pedestrian gate after due consideration and do not change your choice of pedestrian gate. This will help your child to settle into the dismissal routine quickly and prevent confusion and anxiety to him / her.

For parents who intend to send their children to school in the morning, please enter the **main gate along Yishun Street 71**. Then, follow the instructions of the school staff / security guards. They will direct you to stop at a designated point so that your children can alight safely from the vehicles.

Please get your child to gather his / her belongings early and be ready to leave your vehicle when it stops so that our staff can usher him / her safely into the school.



Entrance for vehicles → 

P1 Orientation Programme — 4 January 2022

(Care, Diligence, Grace, Honesty)

No.	Time	Events	Venue
1.	9.00 a.m.– 9.15 a.m.	Arrival of P1 Jieminities (Care, Diligence, Grace, Honesty)	Concourse
2.	9.15 a.m. to 10.15 a.m.	P1 Jieminities proceed to their respective class-rooms with teachers: <ul style="list-style-type: none"> • Introduction by teacher • School and class rules 	Classroom
3.	10.15 a.m. to 11.00 a.m.	Recess	Canteen
4.	11.00 a.m. to 12. 00 p.m.	P1 Jieminities' classroom time: (Care , Dili- gence, Grace, Honesty) <ul style="list-style-type: none"> • Seating arrangement and routines • Sorting of P1 Jieminities into their correct dis- missal groups 	Concourse to classroom
5.	12.00 p.m. to 12.15 p.m.	P1 teachers to take P1 Jieminities to the con- course to sit in the correct dismissal groups for dismissal	Concourse
8.	12.15 p.m.	P1 teachers to take the respective groups to the front gate and back gate to meet parents Parents return to school and wait at respective gates for their children	Gates
Parents picking up pupils are to be at the front and back gates by 12.15p.m.			

P1 Orientation Programme — 4 January 2022

(Joy, Kindness, Respect)

No.	Time	Events	Venue
1.	9.15 a.m.– 9.30 a.m.	Arrival of P1 Jieminities (Joy, Kindness, Respect)	Concourse
2.	9.30 a.m. to 11.00 a.m.	P1 Jieminities proceed to their respective classrooms with teachers: <ul style="list-style-type: none"> • Introduction by teacher • School and class rules • Seating arrangement and routines 	Classroom
3.	11.00 a.m. To 11.45 a.m.	Recess	Canteen
4.	11.45 a.m. to 12. 15 p.m.	P1 Jieminities' classroom time: Sorting of P1 Jieminities into their correct dismissal groups	Concourse to classroom
5.	12.15 p.m. To 12.30 p.m.	P1 teachers to take P1 Jieminities to the concourse to sit in the correct dismissal groups for dismissal	Concourse
8.	12.30 p.m.	P1 teachers to take the respective groups to the front gate and back gate to meet parents Parents return to school and wait at respective gates for their children	Gates

Parents picking up pupils are to be at the front and back gates by 12.30 p.m.

P1 Orientation Programme — 5 January 2022

No.	Time	Events	Venue
1.	7.10 a.m. to 7.35 a.m.	Arrival of P1 Jieminities P1 Jieminities to head to respective classes for silent reading and morning assembly	Concourse
2.	7.45 a.m. to 8.45 a.m.	P1 Jieminities' classroom time: <ul style="list-style-type: none"> • Seating arrangement and routines • Orientation activities 	Classroom
3.	8.45 a.m. to 9.15 a.m.	P1 Recess	Canteen
4.	9.15 a.m. to 12.45 p.m.	School tour for P1 Jieminities followed by class-room time	School / class-room
5.	12.45 p.m.	P1 teachers to take P1 Jieminities to the concourse to sit in the correct dismissal groups.	Concourse
6.	1.00 p.m.	P1 teachers to take the respective groups to the front gate and back gate to meet parents. Parents wait at respective gates for their children	Gates

Parents picking up pupils are to be at the front and back gates by 1.00p.m.

*


Your Child's Name Tag — Details Required

Temporary Name Tag

Your child is given a name tag in the form of a lanyard in his / her Orientation Package. Please take out the card in the lanyard and **fill in the dismissal route before** the school year starts.

P1 Jieminites are to put on this lanyard every day for the month of January.

Please fill in the name tag clearly to avoid any miscommunication during dismissal.

JIEMIN PRIMARY SCHOOL		
NAME: TOM CHAN HOCK LAI (1)		
Class: 1 CARE		
Dismissal Route:		
<input type="checkbox"/>	Bus	: _____
<input type="checkbox"/>	Pedestrian Gate	: Front / Back (please circle a gate)
<input type="checkbox"/>	Student Care	: _____

Please tick (✓) the dismissal route of your choice. Then, fill in the information in the corresponding box on the right.

For example:

Going home by school bus — write the name of bus driver:

☒ **Bus** : Mr Lee

Going home by pedestrian gate — circle the gate you want:

☒ **Pedestrian Gate** : Front / Back
(please circle a gate)

Going to student care — write the name of the student care centre:

☒ **Student Care** : Care Hut Student Care

Your Child's Name Tag — Details Required

Iron-on Name Tags

You can buy these name tags from the school bookshop. It costs \$5 for a packet of 6 name tags.

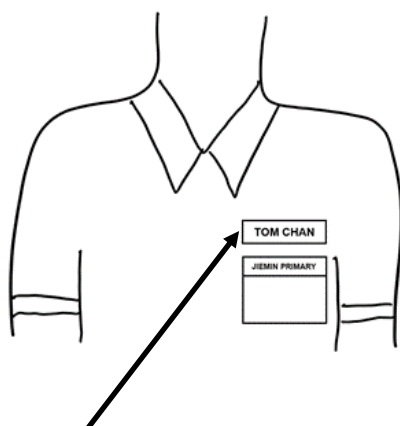
Each level of pupils in JPS has a specified colour. The colour for P1 2022 pupils is brown. This is the colour for this cohort for the 6 years in the school.

Once our children have received the cloth name tags and they have been ironed onto the school uniform and PE attire, they do not have to wear the lanyards anymore.

This is where you need to iron on the cloth name tags:

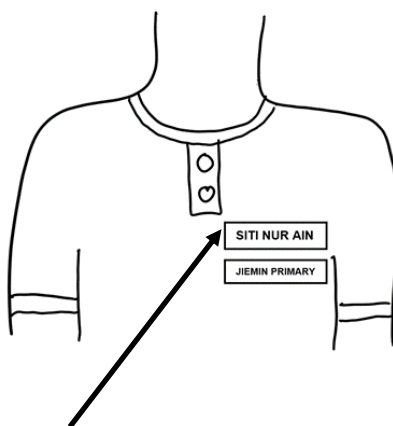
Boy's Uniform

Iron **ABOVE**
pocket



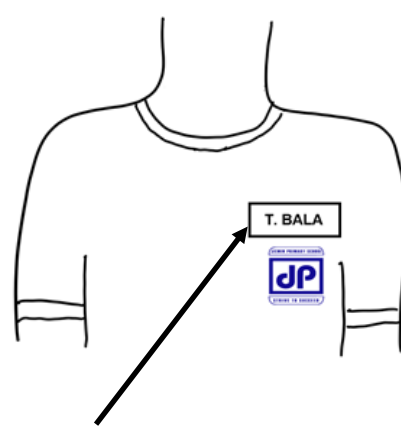
Girl's Uniform

Iron **ABOVE**
school name



PE T-shirt

Iron **ABOVE**
school badge



Things to Bring on the First 5 Days

Tuesday, 4 January 2022

- 1) Word Bank Book
- 2) Stellar Handwriting 1
- 3) About Grammar: Basic Pupil's Book
- 4) MC English Listening Comprehension and Oral P1

Wednesday, 5 January 2022

- 1) Primary Mathematics Practice Book 1A
- 2) Social Studies Activity Book 1
- 3) My Form Teacher Guidance Period (FTGP) Journal P1
- 4) A4 40-Pocket Clear Holder File Transparent White (Portfolio)

Thursday, 6 January 2022

- 1) JPS Jotter Book With Line – **2 books**
- 2) JPS 82D Subject Ring File – English (Light Blue)
- 3) 1 set of 5-Colours Plastic Dividers

Friday, 7 January 2022

- 1) JPS Report Book
- 2) JPS 82D Subject Ring File – Mathematics (Purple)
- 3) 1 set of 5-Colours Plastic Dividers

Monday, 10 January 2022

- 1) A4 40-Pocket Clear Holder File Black (Art File)
- 2) An Active And Healthy Me – Student Journal Primary 1 (Rev Ed)

The Mother Tongue teachers will inform the pupils about the items needed for class from Thursday, 6 January 2022.

Precautionary Measures due to Covid-19

As part of our continuous efforts to ensure that your child can attend lessons in school safely, the school has implemented the following measures:

1. Daily temperature-taking with additional visual and question screening will be carried out for all students and staff. In addition, students and staff who are unwell, or have flu-like symptoms such as fever and cough, will be required to stay away from school. Please inform your child's Form Teacher or the school immediately of this.
2. The school has arranged for single recess timings where only one level of pupils has their recess at any time.
3. Schools will clean high-touch surfaces more frequently and disinfect the premises daily.
4. Students and staff are required to wear their masks at all times except when drinking or eating.
5. Students will practise frequent hand-washing throughout the school day and practice wipe down of tables and shared equipment after use.
6. Intermingling across classes and levels will be minimised.
7. There will be fixed exam-style seating in classrooms and spaced seating in canteen or alternative venues for teaching and learning.
8. The school has staggered dismissal timings to reduce congestion.

REPORT- ING TIME	RECESS	Dismissal timing on	
		Mon to Thurs	Fri
To be in school by 7.30 a.m.	8.45 a.m. - 9.15 a.m.	1 p.m.	12. 45 p.m.

Preparing Your Child for the First Few Days

Separation Anxiety

Preparing your child for school before the first day can greatly reduce any separation anxiety your child may feel when you leave.

Below are some ways you can prepare and assure your child:

1. **Talk to your child** – by asking your child what he / she is looking forward to and add onto the excitement. Share your own primary school days, your favourite teacher, best friends, learning journeys, Games Day or even canteen food.
2. **Encourage** – your child to initiate friendship with others. Practise with your child to initiate conversations by saying hello and smiling at others. Practise the desired behaviour that you want your child to exhibit such as being polite, taking turns and asking for permission to do something. Talk to your child about the unpleasant behaviour such as taking the belongings of others without permission, hitting out or screaming at others when upset or angry and littering the floor.
3. **Rehearse** – by going through the morning routine with them at least once. Teach them to pack the school bag before bedtime, wake up early at a fixed time, have breakfast, change into their uniform, put on their socks and shoes and take their school bag by the door.
4. **Assure** – let your child know that help is available and they will have to approach a teacher if they need help. For recess, your child will be allocated a buddy from Primary 4 to assist them for the first few days.

Preparing Your Child for the First Few Days

Prepare the night before school starts:

- Ensure that your child has at least 9 hours of continuous sleep the night before.
- Allow ample time to get ready in the morning. Your child needs to report at the concourse between 9 a.m. to 9.15 a.m. on Day 1 and 7.30a.m. for the rest of the days.
- Prepare your child's school bag, water bottle and pocket money in advance (\$1.50 - \$2.50 would be sufficient).
- To ensure the safety and well-being of all our pupils, please note that ***roller / trolley bags are not allowed***. Such bags are heavy and can cause pupils to trip. They can pose safety concerns for your child in school.

Teach your child how to:

- Clean and dress up appropriately after visiting the toilet. This includes washing his / her hands before leaving the toilet.
- Raise his/her hands to communicate to the teacher. E.g. "Teacher, may I go to the toilet, please?"
- Tie his / her shoelaces. Shoes with velcro straps are recommended if your child has not yet mastered the skill of tying shoelaces.
- Make purchases of small amounts on his / her own like buying food in the canteen and to wait for the change, if any. Please help your child by giving him / her coins of the same denomination for easier counting.
- Keep track of his / her belongings, such as placing personal items in sight. Please **label all items** such as books, water bottle, pieces of stationery with name and class of your child.

Preparing Your Child for the First Few Days

Do Explain the Recess timings to Your Child

Our P1 Jieminities will be having recess at these times on the first two days:

Recess Time	Start	End
4 January 2022		
Care / Diligence / Grace / Honesty	10.15 a.m.	11.00 p.m.
Joy / Kindness / Respect	11.00 a. m.	11.45 a. m.
5 January 2022	8.45 a.m.	9.15 a.m.

During their recess on these two days, the school has arranged for teachers to help the P1 Jieminities. These assigned teachers will assist our P1 Jieminities with matters like where to buy food and drinks, where and how to return their utensils and cutlery, and the locations of various places like the toilets and water coolers.

There will be at least one teacher on duty at the canteen during the daily recess. If your child needs help, he / she can approach the teacher.

PLEASE NOTE

Parents may not be allowed to be in the school on the first day due to safe distancing measures. The school will follow the guidelines provided by MOH and MOE nearer to the date.

Preparing Your Child for the First Few Days

Recess Timing from 5 January 2022

From 5 January 2022, recess for our P1 Jieminities will be as follows:

Recess Time	Start	End
	8.45 a.m.	9.15 a.m.

PLEASE NOTE

Parents will NOT be allowed within the school premises during school hours. Our staff will be instructed to ask parents to take their leave after sending their child to school.

This is to allow our P1 Jieminities to settle in quickly and be independent while ensuring their safety and security.

Should you need to see your child's teacher for urgent matters, please make an appointment via email or telephone. On the day of the appointment, please register at the Security Counter beside the fish pond to request for a Visitor's Pass. Then, please proceed to the General Office for assistance.

Daily Snack Break

To help our P1 Jieminities cope with the slightly longer school hours, your child is encouraged to have a simple light snack between 12.05 p.m. to 12.15 p.m. daily. The subject teacher in the classroom during this time will set aside the time for all pupils to have their snack break.

We strongly encourage all P1 Jieminities to bring healthy food for snack break. Examples of healthy snacks include dried fruits and nuts, muesli bars, biscuits, fresh fruits like apples, bananas and strawberries, milk and energy drinks.

Packing the School Bag

Pupils should only bring what is needed for the day. Please check the daily timetable and the Pupil's Handbook for the items required. Parents are advised to supervise their child in packing the school bags on a daily basis.

Some tips on packing the school bag:

1. Look for bags with padded shoulder straps

Padded shoulder straps can make the bag more comfortable to carry. Make sure the surface area of the back of the bag matches your child's torso size. ***Roller / trolley bags are not allowed.*** Such bags are heavy and pose a danger to your child and others.

2. Encourage your child to pack his / her bag daily as it is their responsibility as a pupil

Encourage your child to familiarise himself/herself with the school's daily timetable. Pack **only the necessary items** for the subjects that day. Carrying heavy school bags will lead to neck and back pain.

3. Reduce weight of bag

Your child's bag should weigh no more than 15% per cent of his / her body weight. Most of the weight should be in the central compartment. Place heavier items close to the back of the bag – which is closer to the spine – and the lighter items in front.

4. Practice good bag carrying habits

Inform your child to avoid slinging their school bags too low as it will make his / her muscles work harder to carry and “control” the bag. Carry the bag high against the shoulders. The base of the bag should be about the level of the belly button. Avoid slinging the bag on just one shoulder as doing so will lead to back pain.

Submission of Books

To lighten your child's school bag, the teachers will be keeping some books and other resources in the classroom. **Please label all items such as books and files by writing the full name and class of your child** before giving them to your child's teachers.

The subject teachers will inform your child as to the books to bring on the various days.

Items to bring to school every day:

- Pencil case – 3 sharpened pencils, an eraser and a ruler
- Coloured pencils – up to 12 colours
- A storybook
- Pupil's Handbook (given by Form Teacher)
- Homework file (given by parents)
- Water bottle of not more than one litre of water (can be refilled at the water coolers in the school)

Arrival and Dismissal Procedures

To better manage the traffic and to ensure the safety of the children, please take note of the opening hours of the school gates.

Main Gate	Time
Arrival Time for main gate - Parents can drive into the school to drop off their children @ designated drop-off area	6.45 a. m. – 7.30 a.m.
Dismissal Time for main gate	Closed
Front Gate	
Arrival time for front side gate	6.45 a.m. – 7.30 a.m.
Dismissal Time for front gate (Mon – Thu)	12.55 p.m. – 1.50 p.m.
Dismissal Time for front gate (Fri)	12.40 p.m. – 1.35 p.m.
Back Gate	
Arrival time for back gate	7.00 a.m. – 7.30 a.m.
Dismissal Time for back gate (Mon – Thu)	12.55 p.m. – 1.50 p.m.
Dismissal Time for back gate (Fri)	12.40 p.m. – 1.35 p.m.

****In the event that Covid-19 safe distancing measures are in place, please refer to page 13 for the staggered dismissal timings for the respective levels.***

Arrival and Dismissal Procedures

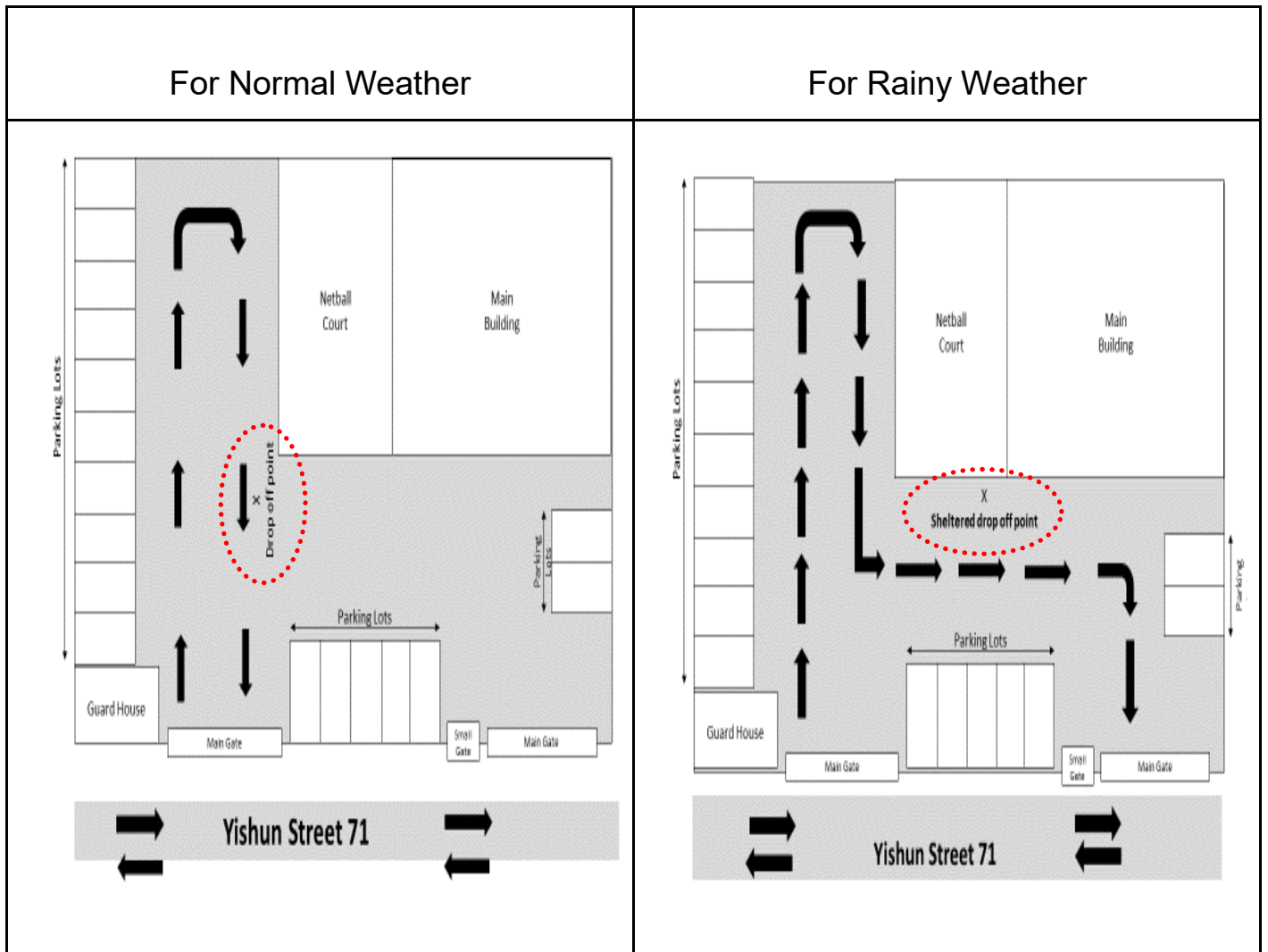
Parents Dropping Off Child by Private Vehicle


Please also note that the main entrance into the school is at Yishun Street 71.

Gate	Opening Hours (Mondays – Fridays)	Please note the following points when dropping off / picking your child from the side gates
Main Gate @ Yishun Street 71	Dropping off your child in the morning (6.45 a.m. – 7.35 a.m.)	<ul style="list-style-type: none">a. Parents can drive their child/ward into school in the morning.b. Our Security Guards will guide you into school. Do follow their instructions and drive slowly. Please observe the road markings as you drive into and exit the school.c. Drop your child/ward at the designated drop-off point.d. Your child should be ready to alight from the vehicle promptly to avoid any delay.e. Drive with care. Do look out for Jieminites walking to / from school and playing within the premises.f. For safety reasons, vehicles will not be allowed into the school after 7.30 a.m.g. In the event of wet weather, please refer to the diagram for Rainy Weather on page 23.h. Please do not wait or park along Yishun Street 71 at all times.

Arrival and Dismissal Procedures

Parents Dropping Off Child by Private Vehicle



Drop off point → 

Arrival and Dismissal Procedures

Parents Who Walk Their Child To and From School

Gate	Opening Hours (Mondays – Fridays)	Please note the following points when dropping off / picking your child from the side gates
Front Pedestrian Gate (Gate 2)	6.45 a.m. – 7.30 a.m. <u>Monday – Thursday</u> 12.55 p.m. – 1.50 p.m. <u>Friday</u> 12.40 p.m. – 1.35 p.m.	a. Parents are to drop off their child at the pedestrian gate. b. Parents are to arrange with their child to be picked up at either the front porch waiting area or back pedestrian gate waiting area. c. Children are to enter the school premise on their own.
Back Pedestrian Gate (Gate 3)	<u>Every Day</u> 7.00 a.m. – 7.30 a.m. <u>Monday – Thursday</u> 12.55 p.m. – 1.50 p.m. <u>Friday</u> 12.40 p.m. – 1.35 p.m.	a. Please note that for safety and security reasons, the back pedestrian gate will only be opened at these times. b. At all other times, please use the front pedestrian gate located at Yishun Street 71.

****In the event that Covid-19 safe distancing measures are in place, please refer to page 13 for the staggered dismissal timings for the respective levels.***

Arrival and Dismissal Procedures

Going Home

- There are 2 dismissal points in Jiemin Primary School.
 - ◊ Front Gate area – Porch area, behind the barricades
 - ◊ Back Gate area – Basketball court, bounded by the barricades.
- Parents are to wait behind the barricades set up at the dismissal points.
- Explain the dismissal timings to your child from Mon to Fri. However, as he / she will need time to get used to the procedure, it may take a little while before he / she comes down to the dismissal point from the class.
- At dismissal, pupils going home via school bus will be led to the buses by teachers or the bus drivers. The pupils will be supervised to ensure that they board the correct buses home.
- Pupils who are picked up by parents will be led down to the school gates, after the teachers have dismissed those taking the school bus.
- In the event that your child misses the school bus, he / she should report to the teachers on duty at the gate or to the General Office and we will assist him / her. Please help us reinforce this message to your child.

Important Note for Parents / Guardians **whose children /ward are on the school buses**

If your child / ward is not taking the school bus back home / to school, please inform the school driver the night before or early in the morning.

As far as possible, **please avoid constant changes in your child's routine or means of transport home**. Frequent changes are more likely to lead to miscommunication and are stressful for your child.

Being Safe on the Roads

As Pedestrians

Jieminites must observe the following:

- Walk along the footpath
- Use the nearest traffic light or zebra crossing, with hand raised to signal to motorists their intention to cross the road
- Make sure traffic has stopped before using the pedestrian crossing
- Please inform the caregiver who takes your child to / from school that they should be good role models.

As Commuters on the School / Public Buses

It is important that every Jieminite displays responsible and appropriate behaviour at all times.

For safety when travelling on buses, all Jieminites must:

- Stay seated at all times and not walk about when the bus is moving.
- Speak in low voices, as shouting or screaming would distract the driver.
- Speak politely to their friends, bus attendant and bus driver.
- Keep their bags on their laps or on the floor and help ensure that the aisle is not blocked.
- Take care of their personal belongings.
- Keep the bus tidy and not litter.

Information on School Procedures What You Should Do If...

Your Child Needs to Leave JPS Before Official Dismissal Time

- If you have plans to pick your child up earlier, please inform the Form Teacher in advance by:
 - ◊ Writing it in the Pupil's Handbook and tell your child to show it to his / her teacher.
 - ◊ Sending a message via the Tok-Tok application or an email to the teacher.
- In an emergency, please proceed to the General Office to request for your child to be dismissed early. You will be required to fill in an Early Dismissal Form.
- Please note that pupils will not be allowed to leave early on their own regardless of age.

Your Child is Absent from School

- Please inform the Form Teacher or call the General Office by 7.30a.m. to inform us that your child is unable to attend school that day.
- Please ensure that a medical certificate or a letter of excuse is submitted to the Form Teacher upon your child's return to school.

You Need to Update Your Contact Information

- At the beginning of the year, the school will require you to update your particulars via the Pupil Particulars Form. This form will be given to your child.
- If there are any updates to your particulars during the course of the year, do inform your child's Form Teacher. This is to ensure that we are able to contact you in the event of an emergency.

Information on School Procedures What You Should Do If...

You Want to Find Out More About School Activities

- Parents will be updated about school matters and activities via the termly Jieminite Link and also on the school website (<https://jieminpri.moe.edu.sg>). There will also be letters issued to parents on specific events / activities occasionally.
- You can also email the school @ jiemin_ps@moe.edu.sg or call the General Office @ 6758 6472 to inquire.

You Want to Communicate With the Teachers

- Please write a note in the Pupil's Handbook or email the teachers. The teachers' email addresses can be found on the school website. Teachers will also use the Pupil's Handbook to write notes to parents. Please check this Handbook daily.
- Due to their various duties in school, teachers may not be able to take telephone calls or meet with parents who do not have appointments. Visitors must report to the General Office and our staff will assist you.

Information on Parents Gateway

What is Parents Gateway?

Parents Gateway is a mobile app available on iOS and Android for parents. It affords schools the convenience of updating parents of your schools' programmes and for parents to provide consent for their children to participate in school activities.

Why Parents Gateway?

The digitalisation of administrative paperwork (such as issuing, collating of forms) will help alleviate the administrative load of teachers and allow them to devote more time to nurture their students.

Who can access Parents Gateway?

Parents Gateway contains sensitive information about students and their parents. Access to the mobile app is restricted to parents and legal guardians who are Singpass holders.

What if I am unable to get onboard Parents Gateway?

If you have problems getting onboard Parents Gateway, please approach our staff at the General Office and they will assist you.

What do I need to sign up?

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>), or scan the QR codes on the right to do so.



Download the Parents Gateway app either on the Apple app store or Google Play store (<https://pg.moe.edu.sg/>)

Does Parents Gateway support Android or iOS?

It supports both platforms.

Information on Holistic Assessment

School Based Assessments (SBA)

To meet the challenges of an increasingly complex world, our pupils need to be life-long learners. To nurture such lifelong learners, we need to help our pupils discover more joy and develop a stronger intrinsic motivation in their learning.

In 2018, the Ministry of Education (MOE) announced some changes with respect to SBA so that more time and space can be created for teachers in order to bring about greater joy of learning and holistic development in pupils.

From 2019, all weighted assessments for P1 and P2 pupils has been removed. Schools will also not count any assessments towards an overall score for P1 and P2. In addition, mid-year exams for P3 has also been removed from 2020. With all these changes, we hope to encourage pupils at such a young age to focus on growth and mastery, as opposed to grades and performance.

Teachers will continue to leverage on Formative Assessment such as class discussions, class work and homework to monitor pupils' progress and inform instructional practices. For P1 and P2 pupils, instead of using marks and grades, the school now uses qualitative descriptors to report pupils' learning progress in the Holistic Development Profile (HDP).

Information on Holistic Assessment

Edusave Merit Bursary (EMB) and Good Progress Award (GPA)

The eligibility criteria for P1 and P2 EMB have also be aligned with the SBA load adjustments to recognise positive learning orientations, instead of academic performance.

Under the revised EMB criteria for P1 and P2, teachers will select students who display positive learning orientations consistently, while the GPA will recognise P2 and P3 pupils who have made significant improvement in learning orientations.

These learning orientations include Active Learning, Curiosity and Resilience and can be observed by teachers through daily lessons and learning activities in that assessment year.

Information on Financial Matters

Details of monthly fees are found in the following web-link - moe.gov.sg/financial-matters/fees

Payment of Fees via GIRO and via Edusave

We encourage parents to activate GIRO payments for the fees. It is a hassle-free and convenient payment arrangement. In this way, your child will not need to bring additional cash to school monthly.

In addition, for Singapore Citizen P1 students, you can sign up to use your child's Edusave account to pay for the 2nd tier miscellaneous fees and enrichment programmes to reduce your out-of-pocket expenses.

You can either activate your GIRO on-line or submit the completed GIRO form to our school's General Office. Please activate the use of your child's Edusave on-line.

MOE Financial Assistance Scheme (MOE-FAS)

MOE provides financial assistance to needy Singapore citizens so that they can benefit from the best opportunities in education.

Details of the MOE-FAS can be found via this link - moe.gov.sg/financial-matters/financial-assistance

Pupils who wish to apply for the scheme can submit the completed forms to the school's General Office.

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Information on Financial Assistance

MOE provides financial assistance to needy Singapore citizen pupils in government and government-aided schools so that they can benefit from the best opportunities in education.

MOE Financial Assistance Scheme (MOE FAS) for Government and Government-Aided Schools

Income Limits

A pupil is eligible for MOE FAS if he / she meets either of the following criteria:

Gross Household Income (GHI) not exceeding \$2,750 per month

OR

Per Capita Income (PCI) not exceeding \$690 per month

PCI = Total household income ÷ Number of household members

Information on Financial Assistance

Provisions

Item	Remarks
School Fees	Not Applicable
Standard Miscellaneous Fees	Full waiver of \$6.50 per month
Textbooks	Free textbooks
School Attire	Free school attire
Bursary	Not Applicable

How to Apply

Pupils who wish to apply for the scheme can obtain the application form from the General Office.

All application forms must be submitted together with the relevant documents to the General Office **by 19 November 2021**. This will enable us to process the application and ensure that the provisions for free textbooks and school attire are available for the pupils in time for the new year.

Information on Additional Support in School

Learning Support Programme (LSP)

The Learning Support Programme (LSP) is a specialised, early literacy intervention programme which aims to provide learning support to selected Primary One pupils who have not met age-appropriate English language and literacy skills necessary for them to learn to read and spell. LSP for selected pupils begins at P1 and may continue in P2, if necessary.

The pupils are taught by our Learning Support Coordinators (LSCs) who are trained English Language teachers. Daily 30-minute lessons are conducted in groups of 8 to 10 pupils during curriculum time, in a conducive classroom.

The LSP curriculum focuses on systematic phonics instruction, spelling, vocabulary and reading comprehension. Through this programme, the pupils will be equipped with strategies to decode unfamiliar words, spell and gain fluency in reading so as to level up their English language and literacy skills.

Our Learning Support Coordinators are:

Name: Mrs Grace Tan

Email: chang_yue_yen@schools.gov.sg

Name: Mdm Arfah Arshad

Email: arfah_arshad@schools.gov.sg

Information on Additional Support in School

Learning Support for Mathematics (LSM)

The Learning Support Programme for Mathematics is a programme that is designed to provide early intervention support in Mathematics to pupils who need additional support in acquiring basic numeracy skills when they enter Primary 1.

The programme aims to build pupils' confidence and positive beliefs about their ability to do Mathematics. It focuses on building strong fundamental knowledge in Mathematics knowledge, skills and dispositions so that they can learn Mathematics with their peers.

Pupils who are identified for the LSM programme will attend all Mathematics lessons within curriculum time in a small group of about 8 pupils. They will be taught by trained LSM teachers who will incorporate a variety of approaches and activities in the lessons to meet the pupils' learning needs.

Our Learning Support for Mathematics Coordinator is:

Name: Mdm Norliza Binte Abdullah

Email: norliza_abdullah@schools.gov.sg

Information on Additional Support in School

Learning Difficulties

The Allied Educator (Learning and Behavioural Support), also known as AED(LBS), provides structured and systematic support to pupils with mild special educational needs (SEN) in a mainstream school and enables them to integrate better in the school.

Our AED (LBS) specialises in providing learning and behavioural support to pupils with mild special education needs such as dyslexia, autism and attention deficit hyperactivity disorder.

Our AED (LBS) also supports pupils in the following ways:

- Case management (e.g. identifying and designing support structures / strategies)
- In-class support
- Individual or small group intervention (e.g. behavioural / literacy skills)
- Collaborate with external agencies / professionals (e.g. MOE Psychological Branch / AWWA)

Our Allied Educator Learning and Behavioural Support is:

Name: Mdm Suharni Binte Subarjo

Email: suharni_subarjo@schools.gov.sg

Counselling for Pupils

The Allied Educator (Counselling), provides one-to-one and group counselling for pupils referred with social, emotional and/ or behavioural difficulties. Behavioural concerns are seen in context with learning and emotional difficulties. Teachers and parents are consulted and involved in the intervention process.

Our Contact person for counselling is :

Name: Miss Trishia Ng

Email: trishia_ng_yeok_teng@schools.gov.sg

JPS Parent Support Group (JPS)

We are delighted to have parent volunteers who signed up to be part of the Jiemin Family's PSG. They have been helping the school in the following ways:

- Accompanying pupils on Learning Journeys
- Reading stories to pupils during recess
- Helping classes during PAL (Programme for Active learning) lessons for lower primary pupils
- Assisting in special events like Games Day, International Friendship Day and Racial Harmony Day
- and any other activities

If you have time and are willing to support our programmes to help our children, please approach the General Office and sign up to be a PSG member. Our staff will contact you when we have received your application. Your contributions will be greatly appreciated by the school and our children will benefit from your support.