

# NORTHLAND PRIMARY SCHOOL

*Firm Foundations, Future Learnings*

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8 March 2017

Letter to Parents: 41/2017 (All Students)

Through The Principal

Dear Parents,

The Character and Citizenship Education (CCE) Department would like to thank you for supporting us in our efforts to instill the right values and habits, as well as equip students with life skills that will develop them to be good and useful citizens. Moving forward, the department will like to further tighten some measures to ensure that our Northlanders receive maximum benefits from our initiatives. We seek your understanding and attention in the following matters:

## 1. Students' Reporting Time

Students are to report to school by **7.25 am daily** to participate in all the pre-assembly programmes planned by various departments. These programmes are specially designed to develop your child holistically. As such, we request for your child to arrive in the hall in time for such programmes.

Students who report **after 7.35am** will have their names recorded and disciplinary action will be taken.

Frequency of Late Coming within a Semester	Discipline Actions Taken
<b>3 to 4 times</b>	Form Teacher Contacts Parents.
<b>5 times</b>	Warning Letter from Discipline department.
<b>6 times</b> or beyond	Serve <b>Detention</b> (Behavioural management class) after school.

## 2. Drop-off Timing and Area

Do note that the drop-off timing at the school porch is from **6.45 am to 7.30 am**. We will reinforce the safety and security measures as stated in the school handbook. However, we have observed that some parents drive into school after 7.30 am.

From **3 April 2017 (Term 2, Week 3)** the security guards **will not allow parents to drive in after 7.30 am**. The flag raising ceremony will start at 7.35am. We would like all students to be in the respective assembly areas so that they inculcate the habit of showing due respect when the National Anthem is sung. Parents are advised to park at the HDB carpark and send your child through gates C, D or F (back gate) after 7.30am. Exceptions will only be made during wet weather.

During this interim period, we hope you can make the necessary arrangements to ensure that your child is in school punctually by 7.25 am.

## 3. School uniform and PE T-shirt

Last year end, the PE Department communicated to you in a letter-to-parent that starting this year, the school would be using the new PE-cum-house attire. However, students may continue to wear their old PE or house t-shirts till the end of this year.

Students are no longer required to wear their ties on Mondays due to hot weather. However, they are expected to be in their school uniform and **NOT PE T-shirt** on the **first period** of Monday for the morning assembly. If your child has PE lesson on Mondays, they will have to change to their PE attire only after the first period. Please ensure that your child looks neat and smart in his/her school attire at all times.

## 4. Leaving School Premises for Lunch on Days with After-School Activities

Students are **NOT** allowed to leave the school premises for lunch on those days with after-school activities (CCA/ Remedial / Supplementary lessons or Special Programmes). This is to ensure that your child's safety and health are not compromised. As teachers will not be on duty to monitor road safety or refrain students from consuming unhealthy food, tidbits or fast food meals after school hours, we kindly seek your understanding and cooperation in this matter. Exceptions are made for the following:

1	Students who live near the school and have lunch at home.	Parents are to indicate in <b>Annex A</b> if they require their child to eat at home or if they want their child to have lunch with them. Please submit <b>Annex A</b> to your child's form teacher. A Re-entry pass will be given to these students for them to present to the security guard.
2	Students eating with their parents	

Students re-entering the school without a valid pass will have their names recorded. We hope with the implementation of this system, it will help you to ensure that your child does not loiter outside the school without your permission. Do take note that your child is required to be on time for all after-school activities.

## 5. Safety and Cyber-wellness

The school takes a proactive action to ensure the safety of students within the school premises. Assembly talks, formal lessons during PE as well as teachable moments are existing platforms we use to remind our students to be safe.

We like to seek your help to remind your child to take some responsibility for their own safety in the following ways:

- Play safely during recess.
- Travel safely back home after school by being mindful about traffic conditions.
- Remain vigilant of their surroundings outside the school and avoid speaking to or following any strangers.
- Return home immediately after school and not to loiter or play in the neighbourhood without adult supervision.
- Wait in the canteen for the adult to fetch him/her from school when necessary.

As **Online Safety** is also of paramount importance, the school has **uploaded** the Cyber-wellness slides in the school website for parents' viewing. This is to raise your awareness on cyber bullying and cyber-wellness education as well as encourage and help you in active parenting at home on cyber issues. Tips on how to help your child manage cyber bullying is attached for your info.

We look forward to your continual support in these areas. We believe strongly that with your cooperation, we can better ensure the safety of your child.

Mohamed Faroek

SH Discipline/DM

Annex A

**Request for my child to have lunch outside school**  
**on days with After-school Activities**

I, \_\_\_\_\_, the parent of \_\_\_\_\_ from  
P(\_\_\_\_), request that my child be given a **Re-entry pass** due to the following reason:

Reasons	Tick one
1. Going home to have his/her lunch.	<input type="checkbox"/>
2. Having lunch with my child.	<input type="checkbox"/>

I will not hold the school liable for any incident that might happen to my child outside of school.  
I will ensure that my child is punctual for his/her after school activities.

Residential address:

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Signed by Parent / Guardian

Date

**For action by the Discipline Department:**

Dear parent, your request is:

Approved	<input type="checkbox"/>
Not approved	<input type="checkbox"/>

Reasons: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mr Mohamed Faroek

SH Discipline/DM

Date

# HELPING YOUR CHILD MANAGE CYBER BULLYING

## What is Cyber Bullying?

Cyber bullying occurs when electronic gadgets, such as mobile phones and computers; social media; and Internet services are used as a means to intentionally hurt someone in cyberspace.

With cyber bullying, negative content can be shared, saved, and spread online, and a victim can be bullied 24/7.

## What Parents Can Do to Prevent Cyber Bullying

- Be informed and aware of cyber trends and issues
- Participate in the digital world with your child
- Teach your child to be respectful online
- Have open discussions with your child

## If my child cyber bullies ...



- **Recognise the Problem**  
Acknowledge that your child may be a cyber bully. Do not dismiss the seriousness of the issue or attempt to justify his/her actions.
- **Stop his/her Actions**  
Ensure that your child does not continue with bullying activities. Be firm about stopping any offensive actions directed at others be it online or offline.
- **Imbue a Sense of Empathy**  
Nurture a sense of compassion in your child. Ensure that your child understands the consequences of his/her actions from the victim's point of view. Encourage your child to make amends with the victim. Equip your child to better manage his/her emotions and relationships.

## If my child is cyber bullied

- **Understand the Situation**  
Remain calm and listen closely to your child's concerns. Understand the context in which the bullying occurred before making any conclusions.
- **Be Supportive**  
Ensure the well-being of your child by providing social and emotional support.
- **Take Actions**  
Talk to a teacher at your child's school and involve your child in resolving the issues. Save the evidence and ask the service provider to remove the online content. Equip your child to cope with future challenging online situations.



## KEY MESSAGES TO PARENTS





Promote and role model kind and respectful behaviour online and offline.

Guide and care for children involved in cyber bullying.

Maintain good communication with your child.

Encourage and support your child to be socially responsible and stand up against cyber bullying.



### Where to Find More Information on Managing Cyber Bullying?



#### MOE Cyber Wellness portal

MOE's Cyber Wellness Portal has useful tips, strategies and resources on various cyber issues. You can also access it through "The ICT Connection" mobile app.

[ictconnection.moe.edu.sg/cyber-wellness](http://ictconnection.moe.edu.sg/cyber-wellness)



#### Ministry of Social and Family Development

Check out the What Bothers Youth portal by Central Youth Guidance Office which has some useful tips and contacts for cyber bullying.

[whatbothersyouth.sg/en/Pages/Cyber-Bullying.aspx](http://whatbothersyouth.sg/en/Pages/Cyber-Bullying.aspx)



#### Media Literacy Council

Check out tips from the Media Literacy Council on how bystanders and parents can help the victims of cyberbullying.

[medialiteracycouncil.sg/online-safety/Pages/cyber-bullying.aspx](http://medialiteracycouncil.sg/online-safety/Pages/cyber-bullying.aspx)



#### Health Promotion Board

The HealthHub website provides advice for offline and online activities, including tips to manage cyber bullying.

[healthhub.sg/live-healthy/213/dealing\\_with\\_cyber-bullies](http://healthhub.sg/live-healthy/213/dealing_with_cyber-bullies)

