



NORTHLAND PRIMARY SCHOOL

Firm Foundations, Future Learnings

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2 January 2018

Letter to Parents: 01/2018

Dear Parent / Guardian,

On behalf of all the staff, I like to wish you all a Happy New Year! May all the parents and students alike find great joy in learning as they make meaning out of the many programmes we have planned for everyone in 2018. While we welcome your child back to school in the brand new year, I like to also extend a special welcome to all the new parents and students who have just joined the school.

To help you better prepare for your child's schooling in 2018, I would like to update you on the following:

1. Year Head (YH) Briefing for Parents & Parent-Teacher Meetings in January 2018

Date	Level	Time	Venue
Thursday, 11 Jan 2018	P1	2.30 pm to 3.30 pm (YH briefing) 3.30 pm to 4.00 pm (with MT teacher) 4.00 pm to 4.30 pm (with FT/Subject teachers)	School Hall Classroom Classroom
	P2	3.00 pm to 3.30 pm (with MT teacher) 3.30 pm to 4.00 pm (with FT/Subject teachers) 4.00 pm to 5.00 pm (YH briefing)	Classroom Classroom School Hall
Saturday, 20 Jan 2018	P3	8.00 am to 9.00 am (YH briefing) 9.00 am to 9.30 am (with FT/Subject teachers) 9.30 am to 10.00 am (with MT teacher)	School Hall Classroom Classroom
	P4	8.30 am to 9.00 am (with FT/Subject teachers) 9.00 am to 9.30 am (with MT teacher) 9.30 am to 10.30 am (YH briefing)	Classroom Classroom School Hall
	P5	11.00 am to 12.00 pm (YH briefing) 12.00 pm to 12.20 pm (with MT teacher) 12.20 pm to 1.00 pm (with FT / Subject teachers)	School Hall Classroom Classroom
	P6	11.30 am to 11.50 am (with MT teacher) 11.50 am to 12.30 pm (with FT/Subject teachers) 12.30 pm to 1.30 pm (YH briefing)	Classroom Classroom School Hall

2. School Hours and CCA Timing

I like to remind all parents of the school dismissal time for 2018 which I mentioned in my Letter-to-Parents last year. Please take note of the school hours:

- a) Mon, Tue & Thu: 7.45am to 1.45pm
- b) **Wed & Fri: 7.45am to 1.15pm**

All students are to report to school by 7.30am.

All CCA sessions are held on **Thursdays** from **2.15/2.30 pm** to **4.15/4.30 pm** except for School Athletics Team and Mini Tennis which will be conducted on Friday. CCAs will commence on Term 1 Week 3. The details are as follows:

Days	CCAs	Timing	Bus Arrangement
Thursdays (From 18 Jan)	Non-Sports CCAs	2.15 pm to 4.15 pm	The school buses will depart at 4.40 pm on Thursdays. (Students taking the school buses will be dismissed by 4.30 pm.) There will be no transport arrangement after dismissal from CCA session on Fridays.
	Sports CCAs	2.30 pm to 4.30 pm	
	Chess Club	2.15 pm to 4.30 pm (Selected members and school team players will stay back till 6.00 pm)	
Fridays (From 19 Jan)	Mini Tennis/ School Athletics Team	2.00 pm to 4.00 pm	

***Please take note that there will be NO CCAs on 15 Feb (Wk 7) and 8 March (Wk 10).**

3. Remedial Lessons & Higher Mother Tongue Classes

In keeping with our current practice, there will be 2 afternoons scheduled for remedial lessons for English, Math, Science and Mother Tongue Languages. Regardless of levels, these will be held on Mondays and Tuesdays from 2.15pm to 4.15pm starting from Week 3 (i.e. 15 Jan 2018). Parents whose children are selected for remediation will be notified through your child's subject teacher.

Higher Mother Tongue (P5 & P6) classes will be conducted on Fridays from 1.45pm to 2.45pm. Lessons will begin on week 1. Do note that Higher Mother Tongue lessons are considered as curriculum time. Hence, attendance for these lessons is **compulsory**.

4. Temperature-Taking Exercise

The school will be conducting the annual Temperature-Taking Exercise on 5 Jan 2018, Friday. We will be reminding students to bring their personal Oral Digital Thermometer (ODT) on that day for the exercise. I would like to seek your assistance to ensure that your child has their own ODT for hygiene reasons. For P1 students, ODT will be provided for them.

5. School's System of Communication with Parents

Northland attaches great value to communication between school and parents as you are the school's most important partner in our students' education. For the benefit of our new parents, I would like to revisit certain key points with regard to communication. I seek your understanding and support to adhere to the following channels of communication:

- For matters relating to the class or subject, contact the Form Teacher or Subject Teacher.

- For matters relating to a departmental programme, contact the respective Heads of Department (HOD), Subject Heads (SH) or Level Heads (LH).
- For general matters relating a specific level, contact the respective Year Heads (YH).
- For matters relating to school operations and administration, contact the General Office, the Operations Manager (OM) or the Administration Manager (AM).
- For matters relating to school policies, contact the VPs or P.

In our effort to improve the work-life harmony for all our staff, I like to announce the **new** school policy on communication between staff and parents: any form of communication with parents will henceforth be confined to work days within the school hours (from 7.30am to 6.00pm) only. Teachers have also been advised not to release their mobile numbers to parents for the same reason. I seek the understanding of all parents to restrict their modes of communication with the staff to either the email or the school phone. The email addresses of all our staff are available on the school website. We will appreciate it very much if parents make an appointment first should you wish to have a meeting with any of our staff member.

In addition, I would like to seek your understanding on the following:

- (a) For urgent matters that require a teacher's attention during curriculum time, please leave a message with the General Office and we will ask the teacher to respond to you as soon as possible at a time when he / she is not teaching in the classroom.
- (b) For non-urgent matters, please email directly the teachers concerned, and they will respond to you within 3 working days.

The school will continue to make use of the following measures to ensure parents can receive the latest school information:

- (i) the usual Letter-to-Parents such as this one. As some Letters-to-Parents may be sent to the email address that you have registered with the school, we ask that parents check their mailboxes for them.
- (ii) the school website
- (iii) SNAAPP (School Notification and Attendance App) for school or level-wide concerns. Parents are strongly encouraged to download and install this free smartphone application which is located via a keyword search 'SNAAPP' in iOS app store or Android Play Store. Do refer to the school website for more Information on how to register your child on SNAAPP.
- (iv) Class Dojo for class teachers who opt to use this platform to communicate class-specific matters

In keeping with our customary practice, you will receive a letter from your child's Form Teacher in which he/she will introduce himself/herself and provide information about your child's schooling this year.

6. Cease of use of MC Online

Please note that our school will no longer use the e-learning portal – MC Online – in 2018. In replacement, every student will get a G Suite Education account with the school's registered domain - @nps.edu.sg. Students will log into their NPS account to access emails and other teaching and learning apps within Google during lessons and e-Learning Day.

Your child will soon receive his / her username and password through their Form Teachers. Students will also be getting an account in the MOE Student Learning Space (SLS) in April to access e-teaching and learning materials. We will update you with more information about SLS when it is ready.

7. Road Safety Matters

Since 2015, the school has put in measures to allow parents to alight their children within the school compound before the start of the school day. For the safety of our staff and students, we seek your patience and cooperation to be a more responsible road user. It is my responsibility to remind parents of the tougher penalty that will be imposed by Traffic Police for traffic offences committed within the school zone.

Do heed the following traffic advisory:

- Slow down and drive more carefully when you are in a school zone.
- Be extra vigilant to watch out for children crossing the road as they may be easily blocked from your view due to their height.
- Be patient when you encounter heavy traffic at school zones or within the school compound during school peak hours. Should you be rushing for time, please take other routes if you can.

We also seek your cooperation to guide your child by:

- setting the right example for your child as a safe road user.
- teaching your child to look out for potential safety hazards when crossing a road.

If you drive your child to school, please follow the instructions given by our road marshals on duty to ensure safety not only for your child but for other school children and road users as well. In particular, please note that **NO RIGHT TURN is allowed between 7.15am and 7.45am** when you make an exit from the carpark at Block 654 to Avenue 4. We seek your understanding and full co-operation on this as we work closely with the LTA, HDB and the community to monitor the traffic situation in the mornings. We will update you on the changes to improve the situation over the course of the year.

8. Calendar of Events 2018

Below is a schedule of the key school events and holiday for this term. The Calendar of Events for Semester 1 will be made available on our school website next week (<http://www.northlandpri.moe.edu.sg>).

Date	Activity/Event	Level	Remarks
26 Jan (Fri)	EZ Link Smart Card Photo-taking	P1 & P6	During curriculum hours
1 Feb (Thu)	House Practice (P3 to P6)	P3 to P6	2.15 p.m. – 4.15 p.m.
2 Feb (Fri)	House Practice (P1 & P2)	P1 & P2	Curriculum hours (Attire: House t-shirts)
15 Feb (Thu)	CNY School Celebration	All	Dismissal at 9.45 a.m.
16 & 17 Feb (Fri & Sat) 19 Feb (Mon)	CNY Public Holiday CNY Off-in-Lieu	All	School holiday
9 Mar (Fri)	Sports Day	All	Dismissal at 12.30 p.m.

12 & 13 Mar (Mon & Tue)	P4 CCE Camp	P4	Overnight camp
12 Mar to 18 Mar	March School Holiday	All	School holiday

Parents' Workshops

Date	Activity/Event	Level	Remarks
11 Jan (Thu)	Raising Readers' Workshop for P1 Parents by NLB	P1	12.30 p.m. – 1.30 p.m. (PAC MRL) Separate letter will be issued
8 Mar (Thu)	Chinese E-Oral Workshop for P6 Parents	P6 CL	2.15 p.m. – 3.45 p.m. (PAC MRL) Separate letter will be issued
23 Mar (Fri)	New Chinese Exam Format for P5 Parents	P5 CL	2.15 p.m. – 3.45 p.m. (PAC MRL) Separate letter will be issued

9. Building Students' Confidence

I like to reiterate the importance of developing confidence in our students. We believe that students must learn in this developmental stage how to verbalize their thoughts, needs and concerns effectively and with clarity. The confidence to communicate well comes with constant practice. As such, this year, I like to take a step further in our school-wide effort to groom our students to be more effective communicators.

With this in mind, I like to advise parents to take a deliberate step back from representing your child when you need to notify the teachers of a particular concern / issue / need. Instead, have your child communicate that concern / issue / need to the teachers himself / herself. By doing so, you will not only be providing your child with a precious learning space to develop into better communicators, but also groom him / her to take greater ownership of their learning. I hope parents will support us in this way, and use such opportunities to teach your child how to express their concern / issue / need. Simple matters like requesting for report books, notifying leave of absence, requesting for a change of seats, and even clarifying doubts are just some examples in which you can entrust your child to take care of on their own. You may encounter other and more varied situations where you can likewise encourage your child to take up the matter themselves.

It was a year of abundance for Northland in 2017. This will not be possible without your tremendous support and confidence in us. It reaffirms my belief that Northland parents understand the importance of working hand-in-hand with the school for the good of their children and the school as a whole. I have faith that you will continue to partner the school to make our students' learning enjoyable and meaningful. Together, we can make Northland Primary our second home where all our students grow, serve and excel.

With best wishes and regards,

Tony Tan
Principal