



Dear Parents / Guardians

On behalf of the school, may I wish everyone a happy 2025 filled with excitement and good health. To the parents who have just joined Elias Park Primary School (EPPS) family, we extend a warm welcome to you. In the coming year, let us work together to make your child's educational journey a fulfilling, enjoyable and enriching one.

Providing a forward-looking and balanced curriculum

In EPPS, we are committed to develop learners who are ready for life and to equip our students with the essential skills to take on challenges of uncertain times. We want our students to be confident, adaptable, resilient in a rapidly changing world and be self-motivated in their personal growth.

We are heartened to know our Eliasians have excelled through their drive, fortitude and hard work. Every child's growth and success are the result of concerted efforts of the entire school community, alumni, and community partners. Eliasians' passion and strengths are nurtured through varied programmes and activities offered in the domains like academics, aesthetics, community leadership and sports. Through these, we will strive to equip them with the right skills and attitudes such as confidence, curiosity and collaboration to help them be future ready.

Update on MOE Kindergarten and KCare

The MOE Kindergarten and KCare services will begin its operation on our current school premises on 2 January 2025 with a total of 54 K1 students, our Centre Head Mrs Azar, and 8 MK teachers. This marks a significant milestone in our school's 30th anniversary as we cater for holistic education for younger Eliasians from aged 5 onwards. We look forward to an exciting journey with our young Eliasians and the continued strong partnership with our parents. For more details on MK@Elias Park and KCare, please refer to our school website at <https://www.eliasparkpri.moe.edu.sg/mkeliaspark>

Staff Matters

We bid farewell to the following staff and extend our heartfelt appreciation to all for their dedicated contributions and wish them the best as they embark on their new endeavors.

| | |
|---------------------------------|--------------------|
| Mrs Esther See (Vice Principal) | Mdm Aini Hussien |
| Mr Mohamad Yusman | Ms Pamela Wong |
| Mr Alif Zulhilmi Zakaria | Mrs Baljeet Singh |
| Mdm Nurliyana Mahat | Mdm Sofilia Yahya |
| Ms Sophia Ng | Mdm Zubeidah Kadir |

We are pleased to welcome the following staff into the EPPS family in Semester 1 of 2025.

| | |
|--------------------|------------------------------|
| Mr Ho Fu Chew | Vice Principal |
| Ms Sharifah Mariam | Level Head, English Language |
| Ms Foo Shi Rui | Subject Head, Mathematics |
| Mdm Ratnah | Art Teacher |
| Mdm Logeswaran | Tamil Language |
| Mdm Eka Syafiqah | Teacher |
| Mr Muhammad Fahmi | Teacher |
| Ms Lai Yoke San | Teacher |

We would also like to offer our heartiest congratulations to our newly appointed key personnel:

| | |
|------------------|----------------------------------|
| Mrs Tan Hui Fong | Senior Teacher, Mathematics |
| Mdm Li Huan | Lead Teacher, Chinese Language |
| Mdm Xi Donglei | Senior Teacher, Chinese Language |

As a school, we partner closely with our Eliasians, families, Alumni, and community partners to create a caring and conducive learning environment where our Eliasians are given ample opportunities to develop their talents and reach their fullest potential. May 2025 be filled with excitement and holistic endeavors for all of us!

Yours sincerely,



Chua Pei Pei (Mdm)
Principal

A IMPORTANT ANNOUNCEMENTS

1 Orientation and Bonding Week

As communicated in the press, only Primary 1 students and accompanying parents will report to school on Thursday, 2 January 2025. (P1 parents are to refer to the PG message sent to you separately.) Primary 2 to 6 students report on Friday, 3 January 2025. They are to bring along a storybook, stationery, report book, water bottle and a light snack. A separate PG message will be sent out by Form Teachers on the items to bring for the first week. During the Bonding Days on 3 and 6 January, students will ease back into school routines, including regular handwashing and wiping down of surfaces. Teachers will also cover school values, class expectations, and self-management skills such as goal setting. Formal lessons will commence on Tuesday, 7 January 2025.

2 Reporting and Recess Time

EPPS is committed to provide an optimal learning environment for our students. Please kindly be reminded that the school hours will be from 7.30 a.m. to 1.30p.m. daily.

| Activity | Reporting Time |
|-----------------------------|----------------------------------|
| Reporting Time for Students | By 7.25 a.m. |
| Flag-Raising Ceremony | 7.30 a.m. |
| First Period | 7.35 a.m. |
| Dismissal Time | 1.30 p.m. |
| School Bus Pick Up Time | Based on arrangement with vendor |

| Level | Recess Time |
|-----------------|--------------------------|
| Primary 1 and 2 | 9.30 a.m. to 10.00 a.m. |
| Primary 3 and 4 | 10.00 a.m. to 10.30 a.m. |
| Primary 5 and 6 | 10.30 a.m. to 11.00 a.m. |

A 10 min break time for light snacks is also included in the Timetable.

3 Purchase of School Uniforms & Name Tags

The bookshop vendor, BL Marketing Pte Ltd, has been working closely with the uniform supplier, Yangtze Kiang Tailor, to assist in the sale of uniforms, and taking orders for name tags. Sale of school uniforms will only be available at the School Bookshop from mid-January 2025 as the bookshop will be prioritizing the distribution of textbooks in early January 2025. The daily opening hours is from Monday to Friday, 9.00 a.m. to 3.00 p.m. for students to make their purchases and/or to order name tags. Parents/guardians may purchase the uniforms only on Fridays from 2.00 p.m. – 3.00 p.m. For further inquiries, please contact Yangtze Kiang Tailor at 6769 1260.

4 Student Planner

Students will receive their Student Planner from their Form Teachers. This planner contains important information, including the school's contact details, rules and expectations, and assessment guidelines. Form Teachers will guide students on how to use the planner effectively for example, to record homework, assessment dates, and instructions from teachers.

Subject Teachers may also use the planner to communicate with parents/guardians on matters related to your child/ward by writing messages in it. Parents/Guardians are encouraged to review the Student Planner with their child/ward to understand the academic requirements, values, and standards the school expects all students to uphold as upright, responsible, and respectful Eliasians.

5 Partnership in Education

The school is committed to work closely with you and to provide support in nurturing and developing your children. We firmly believe that parents can play the key role to show continuous interest and support for our students.

5.1 Modes of Communication

(a) Parents Gateway (PG) is the main platform for communication between school and parents. Developed by MOE and GovTech, PG allows parents to provide consent/ acknowledgement for programmes, to make bookings for meeting teachers, travel declarations, and to keep previous PG messages for easy reference. Parents will receive information mainly through this platform and we encourage parents to check the PG app regularly and set up a notification system within the app so that you do not miss out on important information.

(b) You will receive a PG (Parents Gateway) message from your child/ward's Form Teachers in the first week of school. Form Teachers will introduce themselves and provide information about your child's subject teachers, including their email addresses. Please feel free to check in with your child's Form Teachers and seek clarification, so that they can address any concerns early, and partner you in ensuring the best school experience for your child.

(c) We also encourage you to use the Student Planner as a mean of communicating with the teachers to monitor your child's/ward's progress. Besides reflecting the homework given to your child/ward each day, the student planner also allows teachers and parents to keep in contact.

5.2 Health & Well Being

(a) In line with the national posture, the MOE guidelines are:

- No group size and safe distancing requirements for school activities including recess.
- All students will be able to participate in activities regardless of their vaccination status.
- No capacity limit for school events.

(b) To continue to safeguard the well-being of our students and staff, safe management measures in primary schools include the following:

- School staff will carry out daily general screening of students' well-being. Students and staff who are unwell with flu-like symptoms, are required to stay away from school. They should seek medical attention if needed and be tested for COVID-19 if required.
- Frequent cleaning of high-touch surfaces in school premises.
- Students are advised to practise personal and social responsibility to protect themselves and others, such as not attending school if unwell, frequent handwashing throughout the school day and wiping down of tables and shared equipment after use.

(c) Mask-wearing is not mandatory for both indoor and outdoor settings, except in healthcare settings. However, those who prefer to continue wearing masks may do so.

(d) To enrich the learning experiences and better support the long-term holistic development and well-being of our students, MOE has resumed all school activities, including CCAs and residential camps, in our schools. All schools have resumed in-person CCA in school, based on the prevailing national Safe Management Measures (SMMs). CCAs held at external venues, residential camps, learning journeys and community-based VIA can proceed, subject to external venue's SMMs, where applicable.

5.3 Attendance for School

(a) All students should be seated in the Hall by 7.25 a.m. Flag raising ceremony will start punctually at 7.30 a.m. Students are encouraged to arrive earlier to enjoy their silent reading time. Arrival in school after 7.30 a.m. will be considered as latecoming.

(b) Please note that dismissal is at 1.30 p.m. daily. Parents/Guardians should check with their child/ward and/or on PG notifications, to know if they have after-school activities such as CCAs or remedial lessons.

(c) Curriculum time is precious, and students should not miss lessons where possible. If there are urgent matters in the family that require your child's absence from school, please inform the school and/or Form Teachers in writing. Your request will be subjected to the school's consideration and approval. When your child's/ward's leave application is approved, students should be prepared to put in more effort to catch up on their assignments. We seek your understanding to partner the school in this matter.

6.1 Updating of Personal Particulars

(a) The Ministry of Education (MOE) requests parents to update their and their child's personal information via the Student Details Form (SDF) Portal. Parents can log in to the portal using their SingPass account to complete this process.

Please look out for the Parent Gateway announcement from MOE on Thursday, 2 January 2025, which will include detailed instructions. All online submissions should be completed by **31 January 2025**.

Note for P1 Parents: If you have already submitted the SDF in November-December 2024, there is no need to resubmit.

(b) Informing MOE of A Change of Particulars through the School or Parent Gateway App

| Category | MOE Form Type | Remarks |
|---|--|---|
| Students' Address | Form C Request Form for Updating of Student's Address | Your child may approach their Form Teacher or the General Office for the MOE Forms. |
| Parents' / Legal Guardians' Particulars | Form A Updating of Parents' / Legal Guardian's Particulars | |

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|--|-----|---|
| Parents’/ Legal Guardians’ Contact Numbers | N.A | You may update the contact numbers on the Parent Gateway app directly, and the school/Form Teachers will receive the auto notification. |
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It is important that any changes are updated in a timely manner to enable easier communication with parents / legal guardians.

6.2 Consent for Photography & Video-Taking

Please note that photographs and video images of parents/guardians and/or your child/ ward may be taken during lessons, CCA, school camps and events. Parents are deemed to have given consent for the school to use and publish such photographs and/or video recordings in school publications, school website, social media channels and other communication channels. Please be assured that any personal data received by our school is managed according to the MOE Data Management Policy and Guidelines. Should you have enquiries, please write in to epps@moe.edu.sg for clarification.

6.3 Entry into School

(a) In the interest of the safety and security of our students, parents or visitors are not allowed into the school. All visitors must first report to the Gate 2 Security Guard Post to obtain a ‘Visitor Pass’ before proceeding to the General Office to register the purpose of your visit.

(b) Please note that except for medication and spectacles, the school will not accept any other items to be delivered to our students. We seek parents’ cooperation in encouraging our students to be responsible for their belongings.

6.4 Safety Routes

- (a) Our Student Planner also contains important information on safety for all Eliasians. Please spend some time going through the safety information in the Student Planner with your child/ward and reinforce the key points with them.
- (b) To ensure orderly dismissal at staggered times, we appeal to parents/ guardians/ care givers not to obstruct student movement, and to practice social distancing when waiting outside all the school gates.
- (c) We would also appreciate if you could train your child/ward to look out for the right person to accompany him/her home and not to follow strangers or their friends. If your child is unable to find his/her caregiver during dismissal, he/she should go the General Office for assistance.
- (d) We would like to appeal to all parents who drive their child to school, to use the designated covered drop-off/pick-up points located near Blocks 517 and 504, Pasir Ris Street 52, during peak traffic periods. This will ease the traffic congestion at Gate 1 – entrance to school carpark.

6.5 Prohibited Items

Students are reminded that items that may inflict injury (to self and/or others) such as boxcutters, penknives and lighters should not be brought to school. Parents are encouraged to educate their child/ward on the proper handling of such items outside of school.

7 Appreciation of Teaching Staff

7.1 President's Award for Teachers (PAT) 2025

The President's Award for Teachers (PAT) gives national recognition to experienced teachers for their dedication and hard work in developing our young. These teachers inspire both their students and peers through their words and deeds. We welcome parents and students to make nominations for the PAT 2025 as an appreciation of the effort of our teachers. PAT 2025 nomination will close on Wednesday, 10 January 2025. You may submit your nominations online through this link <https://go.gov.sg/pat2025>.

7.2 Outstanding Youth in Education Award (OYEA) 2025

The Outstanding Youth in Education Award (OYEA) recognizes young teachers, aged 35 and below, who are role models for the teaching profession. These teachers personify youthful idealism, enthusiasm, and inspire their students and peers. Nominees for the Award should be teachers who were born on or after 30 June 1988. We welcome parents and students to make nominations for the OYEA 2025 as an appreciation of the effort of our teachers. Nomination for OYEA 2025 will close on Wednesday, 10 January 2025. You may submit your nominations online through this link <https://go.gov.sg/oyea2025>.

B SCHOOL PROGRAMMES IN TERM 1

1 Parents' Engagement Sessions

Engaging parents/guardians on school matters, both academic and non-academic early in the school year is important to us. This allows us to build a positive school-home partnership to help our children achieve their best in the coming year.

| Level | Date | Time/ Mode |
|---------------|----------------------|---|
| Primary 1 | Thursday, 2 January | 7.45 a.m. – 10.00 a.m. P1 Orientation Day |
| Primary 2 | Thursday, 6 February | 4.00 p.m. – 6.00 p.m. Microsoft Teams Webinar Details will be provided nearer to the respective sessions. |
| Primary 3 & 4 | Friday, 7 February | |
| Primary 5 & 6 | Friday, 24 January | |

Information shared during the briefing will include:

- School's Directions
- Level Initiatives / Key Programmes
- Assessment Matters
- Programme for Active Learning (for P1 & P2 only)
- Subject-Based Banding (for P3 & P4 only)
- PSLE Matters and Choice of Secondary Schools (for P5 & P6 only)

Should parents/guardians have enquiries on their child's/ward's progress, they can contact subject teachers separately via email or telephone call. In May, there will be a Meet-The-Parents session for updates on students' learning progress.

2 Co-Curricular Activities Schedule

CCAs are a key component of students' holistic education. Through CCAs, students discover their interests and talents. Through CCAs, students develop their character, learn values, social emotional competencies and skills to prepare them for future challenges. CCAs bring students from diverse backgrounds together. By learning and interacting with one another, students develop friendships and deepen their sense of belonging to the school and community. The Term 1 CCA Schedule will be from Monday, 13 January – Friday, 14 March 2025. For more information, please refer to the PG notification sent by the respective CCA Teachers.

3 Photo-Taking for School Smart Card (for P1 and P6 only)

P1 and P6 students will be taking photos for their School Smart Cards on Monday, 13 January 2025. Students are expected to be in their school uniform and have neat hairstyles. The stored value smartcard allows primary school students to use for travel on the public transport system. Students can activate the card by making a minimum top-up of \$2 and bringing along their birth certificate/passport for verification purposes to any TransitLink Ticket Office.

4 Code for Fun Programme (for P5 only)

Code for Fun Enrichment programme is a collaboration between IMDA and MOE. It includes academic learning of related concepts using visual based programming language. Students apply reasoning to solve problems by breaking them down in a fun way. Each P5 class will participate in a two-day coding experience during curriculum hours in January 2025.

5 Chinese New Year (CNY) Celebrations

Chinese New Year (CNY) falls on Wednesday, 29 January 2025. The school will have our CNY celebrations on Chinese New Year Eve on Tuesday, 28 January 2025 from 7.30 a.m. to 10.30 a.m. Please note that dismissal is at 10.30 a.m. for all students. Students should be in their PE attire for the celebrations. Students will return to school on Friday, 31 January 2025. The school wishes all Eliasians and families a prosperous and healthy Chinese New Year!

6 Total Defence Day

The Total Defence campaign will profile Total Defence in action and encourage students to play a greater role in Total Defence by showing them how they can contribute in small and big ways. Our students will participate in a series of activities from Wednesday, 12 February to Friday, 21 February 2025, to gain better understanding that Total Defence can help rally and mobilize Singaporeans to prepare for future threats and be resilient to recover quickly when crises strike. More information will be shared in February via Form Teachers and PG notification.

Summary of Term 1 Events (January – March 2025)

| Date | Events | Remarks |
|--|--|--|
| Thursday, 2 January | Only P1 students report to school | Please refer to PG notification. Dismissal is at 10.30 a.m. |
| | P1 Parents' Engagement Session | For P1 parents/ guardians only and conducted during P1 Orientation Day. |
| Thursday, 2 January – Friday, 31 January | Submission of Individual Student Detail Form | <p>P1-6 Parents/ Guardians can make online submissions via the Student Details Form (SDF) Portal by 31 January 2025. Please refer to the MOE PG message dated 2 January.</p> <p>P1 Parents/ Guardians who have submitted the SDF in Nov-Dec 2024 need not submit again.</p> |
| Friday, 3 January | All students report to school | First day of school for P2-6 students. |
| Friday, 3 January – Monday 6 January | Bonding Week Activities | During curriculum time for all students. |
| Monday, 6 January – Friday, 17 January | P5 Code for Fun Programme | For P5 students only. During curriculum hours. |
| Monday, 13 January – Friday, 14 March | Term 1 CCA Sessions | Please refer to the PG notification sent by the respective CCA Teachers. |
| Wednesday, 15 January | Temperature-taking Exercise | All students should bring along a working thermometer for this exercise. |
| Friday, 24 January | Parents' Engagement Session for P5 & P6 | For parents/guardians of P5 and P6 only. Details will be provided via PG nearer the event date. |
| Tuesday, 28 January | Chinese New Year Celebration | <p>School hours are from 7.30 a.m. to 10.30 a.m.</p> <p>Please note that dismissal is at 10.30 a.m. for all students. Students should be in their PE attire for the celebrations.</p> |
| Wednesday, 29 January – Thursday, 30 January | Chinese New Year Holiday | All students to return to school on Friday 31 January. |
| Thursday, 6 February | Parents' Engagement Session for P2 | For parents/guardians of P2 only. Details will be provided via PG nearer the event date. |
| Friday, 7 February | Parents' Engagement Session for P3 & P4 | For parents/guardians of P3 and P4 only. Details will be provided via PG nearer the event date. |
| Wednesday, 12 February – Friday, 21 February | Total Defence Day Activities | During curriculum hours for all students. |

| Date | Events | Remarks |
|--|-------------------------|--|
| Thursday, 13 February – Friday, 21 February | Health Screening by HPB | For P1 – P6 students Details will be provided via PG nearer the event date. |
| Monday, 3 March – Monday, 14 March | Weighted Assessment 1 | For P3-6 students. Details will be provided via PG in due time. |
| Friday, 14 March | Eat with Family Day | Home Celebrations |
| Saturday, 15 March – Sunday, 23 March | Term 1 School Holidays | The General Office remains open from 8.00 a.m. to 5.00 p.m. on weekdays. |