



ORIENTATION DAY

MOE Kindergarten @ Elias Park

23 November 2024



TODAY'S PROGRAMME

Time	Description
8.30am – 9.00am	Registration
9.00am – 9.10am	Welcome Address by Principal, Mdm Chua
9.10am – 9.50am	Welcome Message and Orientation Briefing by MK Centre Head, Mrs Azar
9.50am – 10.30am	MK Tour / Sale of Uniform / Admin Matters
	KCare briefing by MK Centre Head (for parents with children in KCare)
10.30am – 11.00am	MK & KCare Tour / Sale of Uniform / Admin Matters
11.00am	Home Sweet Home



WELCOME ADDRESS BY MDM CHUA PEI PEI

Principal, Elias Park Primary School




WELCOME MESSAGE BY MRS AZAR – ZAINAB HUSSAIN

Centre Head, MK@Elias Park







OVERVIEW

-  Key Features of MK Curriculum
-  Typical Day
-  Snacks
-  Daily Checklist
-  Orientation Package
-  Arrival and Dismissal
-  Well-Being of Children
-  MK Fee and Kindergarten Fee Assistance Scheme
-  MK Uniform
-  Transition into MK
-  MK-Parent Partnership
-  Early Intervention Services in MK
-  Calendar of Events



KEY FEATURES OF MK CURRICULUM

-  Two flagship programmes: **HI-Light Programme** and **Starlight Literacy Programme**
-  Activities organised around **four broad themes** set within the local context
-  Activities with a **distinctive Singapore flavour**
-  **Weeks of Wonder (WoW)** projects which encourage self-motivated learning through exploration and discovery





TYPICAL DAY (AM SESSION)

Time	Monday	Tuesday	Wednesday	Thursday	Friday
7.50 – 8.00 a.m.	Arrival and Health Check				
8.00 – 8.10 a.m.	Welcome and Circle Time (10 min)				
8.10 – 8.40 a.m.	Outdoor (30 min)				
8.40 – 9.20 a.m.	Starlight Literacy (English) Programme (40 min)				
9.20 – 9.40 a.m.	Snack (20 min)				
9.40 – 10.40a.m.	Starlight Literacy (Mother Tongue) Programme (60 min)				
10.40 – 11.00 a.m.	Learning Centre (20 min)				
11.00 – 11.50 a.m.	HI-Light Programme (50 min)				
11.50 – 12.20 p.m.	Starlight Literacy (Mother Tongue) Programme Extension (30 min)				
12.20 – 12.30 p.m.	Transition & Dismissal (10 min)				



Note: Sequence of activities may differ from class to class

SNACKS

-  Snacks are served every day
-  A variety of snacks is served, e.g., wholemeal cream buns, cheese bread, steamed buns, cereal
-  Menu is available for reference
-  Snacks served follow Health Promotion Board guidelines, e.g., “Healthier Choice” symbol



Eat All Foods In Moderation

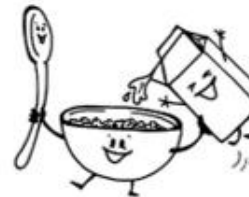


DAILY MENU



Monday	Tuesday	Wednesday	Thursday	Friday
 <p>Assorted Cereals with Low Fat Milk</p>	 <p>Cheese Slices with Vitagen</p>	 <p>Assorted Fruits with Milo</p>	 <p>Assorted Buns with Plain Water</p>	 <p>Assorted Fruits with Yoghurt</p>

*The menu is subjected to change should any of the supply is unavailable. Suitable alternative food items will be considered for such changes



DAILY CHECKLIST

Your child should bring the following to kindergarten daily:

1 extra set of uniform

1 set of undergarment








Water bottle with sling filled with plain water

Please label all your child's belongings.



ORIENTATION PACKAGE

Centre-specific Information




-  Sample Daily Snack Menu
-  Programme for first days of school
-  Sample Class Timetable
-  Information on arrival and dismissal
-  Calendar of Events for Term 1 2025
-  Name Badge
-  Oral Digital Thermometer



ORIENTATION PACKAGE – MK FAMILY HANDBOOK



**2025
Family Handbook**

-  Information and practices in MOE Kindergarten
-  Each family will be issued a soft copy of the handbook (will be uploaded in Parents Gateway(PG))
-  Read and submit the acknowledgement via PG; parents who wish to submit the hardcopy form appended in the Handbook can also do so.

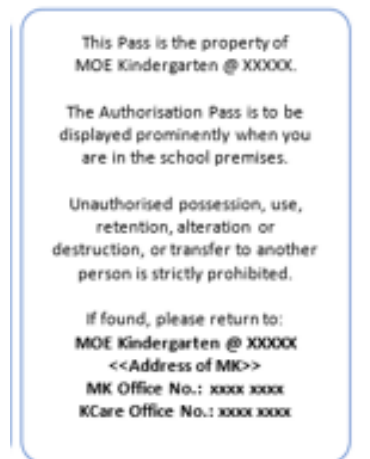


ARRIVAL AND DISMISSAL – AUTHORISATION PASS

- Each family will be issued two Authorisation Passes.
- Authorisation Passes are required for authorized person(s) (i.e., parents, caregiver) to have access to the designated entry point in the school during drop-off and dismissal times.
- Authorisation Passes are to ensure safety of all children and we seek your cooperation to ensure the security of the MK by having your Authorisation Passes with you for entry into the MK.
- Parents would have provided the required information and photos for the Authorisation Passes via the online MK Child Data Form¹.
- You will receive the Authorisation Passes by 2 Jan 2025.



Front of Authorisation Pass



Back of Authorisation Pass



¹ If the parents have not submitted the MKCDF, please remind them do so by 19 Nov 2024

ARRIVAL AND DISMISSAL

- 🎈 Children should attend kindergarten daily and be present for the entire programme.
- 🎈 MK session: 8.00AM to 12.30PM
- 🎈 **Side Gate 3 will be used for arrival and dismissal**



ENTRY POINT FOR ARRIVAL AND DISMISSAL



Enter and exit using side **Gate 3** only.



For security purposes, caregivers need to **present their Authorisation Pass to the security guard/teachers** on duty when dropping off or picking up their children **at all times**.



ENTRY POINT FOR ARRIVAL AND DISMISSAL



Physical Health Check Area

1. Parents are to accompany their child until the physical health checks are completed.
2. Parents will not be allowed to enter the MK classrooms.

IMPORTANT TO NOTE:

- There will be **strictly no parking in the school carpark** and **no waiting** at the driveway.
- For caregivers who drive, you are **strongly encouraged to park at the nearest carpark.**
(BLK 521A Pasir Ris Street 52)



Nearest carparks

- Block **BLK 521A Pasir Ris Street 52**
(beside the school)



ARRIVAL AND DISMISSAL – CHILDREN ATTENDING KCARE

- **For children who arrive before 7.50AM:**
Please take your child to the arrival station at side gate 3, for Temperature and Visual Health Checks.
- **For children who arrive after 7.50AM:**
Please wait at the waiting area with the rest of the MK children who do not attend KCare.



ARRIVAL AND DISMISSAL – CHILDREN ATTENDING KCARE

- For evening pick-up, parent/ guardian/ caregiver will proceed to **side Gate 3** to sign out your child from KCare.
- For evening pick-up, parent/ guardian/ caregiver will work with KCare on their preferred timeslot in fetching your child.
- Parent/guardian/caregiver will need to **present their Authorisation Pass to the security guard** on duty when sending / picking up their children to / from KCare **at all times.**



WELL-BEING OF CHILDREN

Health screening will be conducted daily upon arrival.

Please take your child to see the doctor and keep your child at home if he/she is unwell:

- Fever (above 37.5 °C)
- Flu-like symptoms such as cough, sore throat, runny nose, shortness of breath and loss of sense of smell
- Diarrhoea
- Vomiting
- Blisters
- Mouth ulcers
- Infectious diseases such as respiratory illness influenza, chicken pox, gastroenteritis, hand-foot-and-mouth disease (HFMD), measles, mumps, rubella, conjunctivitis (red eye), head lice

MK does not administer medication to your child.



WELL-BEING OF CHILDREN

Children who return to kindergarten after recovering from an infectious disease but are still showing symptoms of illness (after the expiry of medical certification), will need to produce a certificate of health from the medical practitioner for the child to return to the kindergarten.



WELL-BEING OF CHILDREN

Oral Digital Thermometer:

Each child will be given an oral digital thermometer on the first day of school. This is to encourage families to develop the habit of taking your child's temperature before coming to school.



Group Personal Accident Insurance:

Upon registration and starting school, your child will be covered by Group Personal Accident Insurance. The insurance is paid by MOE. Coverage includes accidents that may occur within the premises of the MOE Kindergarten or during activities organised by the kindergarten (e.g., during field trips). More information will be provided on the first day of school.





MOE KINDERGARTEN FEE

Monthly fees for 2025

-  \$160 for Singapore Citizens
-  \$320 for Singapore Permanent Residents

Additional Information



-  Fees are also payable during the June and December holidays as fees are calculated on an annual basis and spread over 12 months, including school holidays.
-  GST for MK fees is absorbed by the Government. Parents do not need to pay GST on the fees for their child's enrolment in an MK.

KINDERGARTEN FEE ASSISTANCE SCHEME (KiFAS)

What is ECDA KiFAS?



The Kindergarten Fee Assistance Scheme (KiFAS), which is **administered by ECDA**, is a means-tested subsidy to assist families in subsidising kindergarten fees.

How to apply?




-  Complete the ECDA KiFAS Application Form (i.e. **KF1**) with the relevant supporting documents for submission **to ECDA through your child's MK**
-  ECDA will send you an SMS and email to acknowledge your application and its outcome

KINDERGARTEN FEE ASSISTANCE SCHEME (KiFAS)

Eligibility Criteria



-  Child must be a Singapore Citizen **and**
-  Gross monthly household income of \$12,000 and below or per capita income of \$3,000 and below for larger families (5 or more family members in the same household with at least 3 dependents without income)

Minimum Attendance Requirement

-  The child must **attend at least one day per month** at the kindergarten to receive subsidies, unless a valid medical certificate (MC) covers the entire month's absence (subject to ECDA's approval). **MC must state the period of absence for the entire month.**
-  MCs for 1 or 2 days will not be substantial to justify a full month's absence.
-  Failure to meet the attendance requirement will result in the full kindergarten fee being payable for that month.

KINDERGARTEN FEE ASSISTANCE SCHEME (KiFAS)

What should I do if there is a change in my household financial circumstances or working status?

-  Complete the KiFAS application form (i.e. **KF2**) with the relevant supporting documents for submission **to ECDA through your child's MK** for KiFAS re-assessment
-  ECDA will send you an application outcome notification. Please ensure that you have provided a contactable mobile number and valid email address to receive the result from ECDA promptly.

KINDERGARTEN FEE ASSISTANCE SCHEME (KIFAS)

Gross Monthly Household Income	Gross Per Capita Income	KiFAS Subsidy
\$3,000 and below	\$750 and below	\$159
\$3,001 - \$4,500	\$751 - \$1,125	\$148
\$4,501 - \$6,000	\$1,126 - \$1,500	\$105
\$6,001 - \$7,500	\$1,501 - \$1,875	\$85
\$7,501 - \$9,000	\$1,876 - \$2,250	\$65
\$9,001 - \$10,500	\$2,251 - \$2,625	\$45
\$10,501 - \$12,000	\$2,626 - \$3,000	\$15



MOE KINDERGARTEN – WITHDRAWAL POLICY

Examples:

Withdrawal Notice Submitted **on** 1st Calendar Day of the Month

Should parents notify MK of the withdrawal **in writing or via email** on **1 March**, the child's last day of attendance will be **31 March**, providing at least one complete calendar month's advance notice. In this instance, the March fee must still be paid during the notice period.

Withdrawal Notice Submitted **after** 1st Calendar Day of the Month

Should parents notify MK of the withdrawal **in writing or via email** on **2 March** (after 1st calendar day of March), the child's last day of attendance will be **30 April**, providing at least one complete calendar month's advance notice. In this instance, the fees for both March and April must still be paid during the notice period.

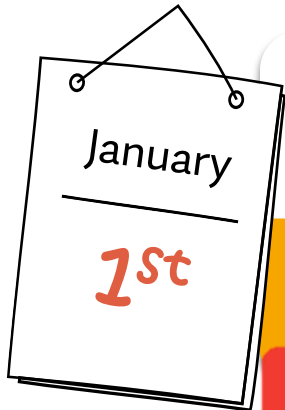
MOE KINDERGARTEN – WITHDRAWAL POLICY

January 2025 New Enrolment



Withdrawal notice is served
before 1 January 2025

No fees will be charged



Withdrawal notice is served on
1 January 2025

**January 2025 fees will be
charged**



**Public Holiday*



Withdrawal notice is served on
2 January 2025

**January and February 2025 fees
will be charged**

**One complete calendar month's
advance notice is required**

MOE KINDERGARTEN – WITHDRAWAL POLICY

Withdrawing your child at any point during the year



Withdrawal notice is served
on **1 May 2025**

May 2025 fees will be
charged



Withdrawal notice is served
on **2 May 2025**

May and June 2025 fees will
be charged

One complete calendar month's
advance notice is required



**Public Holiday*

MK UNIFORM

Polo T-shirt



Polo T-shirt



Skorts



Shorts



**Anti-slip socks
&
Covered
Shoes**



MK UNIFORM

There are two appointed suppliers for MK uniform:

Beau Voix Uniform (Beau Voix) and Jeep Sing Fashion (Jeep Sing)

Description	Cost per piece		Sizes	Remarks
	Beau Voix	Jeep Sing		
Polo T-shirt (top)	\$7	\$7	XS to 3XL; odd sizes available upon request	Unisex
Shorts (boys' bottom)	\$7	\$8		For boys
Skorts (girls' bottom)	\$7	\$8		For girls
Other information	<ul style="list-style-type: none"> - Each child is recommended to have 3 sets of uniform. - Parents of children enrolling in KCare may wish to purchase more than 3 sets of uniform. 			

MK uniform by Beau Voix and Jeep Sing follow closely the specifications required by MOE, and parents have the choice to choose which supplier to buy the uniform from.



MK UNIFORM

Sale of uniform is available on/at:

1. Supplier's website

	Beau Voix	Jeep Sing
	https://beauvoix.com.sg	https://jeepsinguniform.com/
Option 1	Home delivery at \$5 per address	Home delivery at \$6 per address
Option 2	Collection at MK on an appointment basis	

MK UNIFORM

Sale of uniform is available on/at:

2. Supplier's retail store

	Beau Voix	Jeep Sing
Location	2, Sims Close, #03-08, Gemini@Sims Singapore 387298	Blk 4012, Ang Mo Kio Ave 10, Techplace 1, #01-09/ #01-06B* Singapore 569628 <i>*Dedicated MK store from 16 Nov</i>
Retail hours	Mon – Fri, 9.30 a.m. – 5.30 p.m.	Mon – Fri, 10 a.m. – 6 p.m. (Closed for Lunch & Sanitisation – 1 p.m. to 2 p.m.) Sat, 10 a.m. – 2 p.m. Sun & PH: Closed
Remarks	1) Refer to supplier's website for information on appointment booking (if any). 2) Pls call supplier's office to check on sizes before heading to their store.	

Parents are encouraged to purchase the MK uniform early to avoid the peak period from mid-Nov onwards.



ECDA KIFAS START-UP GRANT (SUG)


About the Early Childhood Development Agency (ECDA)

ECDA, hosted under **Ministry of Social and Family Development (MSF)**, is the regulatory and developmental agency for the early childhood sector in Singapore. ECDA oversees key aspects of children's development below the age of seven across both kindergartens and childcare centres.

What is the ECDA KiFAS Start-Up Grant (SUG)?



The Kindergarten Fee Assistance Scheme (KiFAS) Start-Up Grant (SUG) is a yearly grant provided by ECDA. The KiFAS SUG covers the cost of 3 sets of MK uniforms for eligible children. Should parents wish to opt for delivery of uniforms, the delivery fee is to be borne by the parents and is payable directly to the uniform supplier.

Eligibility Criteria

-  Child must be a Singapore Citizen **and**
-  Monthly gross household income of up to \$1,900 or a gross per capita income of up to \$650

ECDA KIFAS START-UP GRANT (SUG)

How to apply?

-  Complete the ECDA KiFAS KF1 application form
-  Submit the completed form and the relevant supporting documents **to ECDA through your child's MK**

Application Process

MK will provide an In-Principle Approval, allowing parents to collect 3 sets of uniforms from the designated uniform suppliers, Beau Voix or Jeep Sing.

Outcome Notification

-  Parents will be informed of the outcome of their KiFAS application by ECDA
-  For children who do not qualify for KiFAS SUG, parents will be required to pay for the 3 sets of uniforms directly to the uniform supplier.

MK UNIFORM ORDER AND COLLECTION

For email order and delivery of uniform:

- Send a copy of the In-Principle approval to the uniform supplier (either Beau Voix or Jeep Sing). The delivery fee is to be borne by parents and is payable to the uniform supplier.
- Parents will receive an acknowledgement email from the uniform supplier within 3 working days.

Beau Voix	Jeep Sing
info@beauvoix.com.sg	mk@jeepsinguniform.com



MK UNIFORM ORDER AND COLLECTION

For physical collection at supplier's retail store or on K1 Orientation Day:






- **Printed Copy** : Present a printed copy of the In-Principle approval letter at the supplier's retail store. Ensure that you have endorsed the bottom of the letter as instructed. The supplier will retain the claim slip (bottom part).
- **Email Approval** : If you have received an email approval, forward the email from MK containing the In-Principle approval to the respective supplier. Ensure the email subject includes both MK's name and your child's name.




TRANSITION INTO MK

TIPS FOR PARENTS

Talk to your child about going to kindergarten

-  Inform your child that he/she is going to kindergarten
-  Show him/her pictures/videos of the kindergarten and share that it is a fun place to learn and play
-  Use stories to find out about your child's feelings about going to school and assure him/her if he/she feels scared
-  Tell your child that he/she will make new friends
-  Allow your child to ask any questions about the kindergarten

Develop consistent routines

-  Develop a daily activity schedule including a consistent morning and bedtime routine. This ensures that your child develops a regular sleep patterns and has sufficient rest.



TRANSITION INTO MK

TIPS FOR PARENTS:

Punctuality


 Ensure that your child is punctual and regular in attending kindergarten

Preparing your child for school

 Spend some time with your child in the morning to help him/her feel settled for the day

 Pack his/her clothes, school bag and water bottle together

Working with your child's teacher/Centre Head

 Share with the teacher or Centre Head your child's habits (eating, playing, toileting)

 Discuss any concerns/suggestions related to your child or the kindergarten with the teacher or Centre Head

 Do not use the kindergarten or teachers as a threat or means to change your child's behaviour

Bidding your child goodbye

 Bid your child goodbye when you leave the kindergarten and say when you will be back to pick him/her.

During this period of adjustment, it is natural for your child to display signs of anxiety or physical discomfort. Should you observe such signs, you can work with your child's teacher to help support your child. Parents can help to display a positive attitude as children also pick up on your anxieties.

TRANSITION INTO MK

FIRST 2 DAYS OF SCHOOL!*

- 🎈 A significant milestone for each child
- 🎈 Preparing your child for the transition
- 🎈 “Getting to know you” Programme on **2nd Jan (Thu) and 3rd Jan (Fri)**, 8 a.m. – 9.30 a.m.
- 🎈 Only one accompanying adult is allowed

From **6th Jan 2025 (Mon)**, the MK will operate within the normal hours of 8.00 a.m. – 12.30 p.m.



TRANSITION INTO MK





TERM 1



As part of preparing the children for kindergarten, the topic for Term 1's HI-Light Programme will be on 'Who Am I?'. Activities included will help to develop your child's self-concept, self-esteem and self-confidence.



MK-PARENT PARTNERSHIP

-  **Partner us** to support the transition of your child
-  Prepare your child for lifelong learning by helping them develop positive attitudes towards learning (e.g. by encouraging their natural sense of curiosity to learn)
-  Support them in understanding their feelings and create experiences to build their confidence, and develop social and emotional skills over time.
-  Every child has a different pace of learning. Support your child in his/her learning when he/she is ready (e.g., riding a bicycle, reading and writing)



COMMUNICATION

We encourage frequent communication between the kindergarten and parents.




We can be reached at

Email: mk_eliaspark@moe.edu.sg

Telephone: 6584 4393



EARLY INTERVENTION SERVICES IN MK

-  MK@Gongshang offers ECDA-subsidised preschool-based Early Intervention (EI) programmes, such as Development Support – Learning Support (DS-LS) and Development Support Plus (DS-Plus)¹
-  External personnel from EI providers may support children identified for these programmes within MK classrooms
-  Other MK children may be involved in activities such as being a buddy or playing in a small group

¹Access to these programmes is subjected to the availability of EI providers



CALENDAR OF EVENTS

K1 – Term One Calendar of Events

Date	Description	Remarks
Term 1 – 2nd January to 14th March		
1 Jan 2025	New Year's Day	Public Holiday
2 & 3 Jan 2025	First Two Days of School – Getting to know you programme 😊 (for K1)	1.5 hours of school 8.00am to 9.30am
15 Jan 2025	January Birthday Celebrations	MK will celebrate birthday for all children born in January
28 Jan 2025	Chinese New Year Celebrations	Combined Session 8.00am to 10.00am
29 and 30 Jan 2025	Chinese New Year	Centre Closure Public Holiday
12 Feb 2025	February Birthday Celebrations	MK will celebrate birthday for all children born in February
14 Mar 2025*	K1 LIFE@MK Tea Session with Parents	More details will be shared at a later time
17 to 21 Mar 2025	Term 1 School Holidays	School Holidays (KCare remains open)

* To be confirmed

On To A Strong Start!

