



CHIJ Our Lady of the Nativity

1257 Upper Serangoon Road Singapore 534793

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2 January 2018

Ref: 2018OLN_0015

Dear Parents / Guardian,

A New Beginning for 2018 (Primary 5)

1. Welcome

Warmest greetings to you and your family for the year 2018 and a warm welcome to your daughter/ward back to school. We hope that she has had a good break and has enjoyed time with friends and family during the holidays.

2. Back-to-School Programme

The school has implemented a new Back-to-School Programme, which will take place from Tuesday 2 January to Thursday 4 January during curriculum hours for all pupils. The objectives of the programme are:

- a) to allow time for our girls to reflect, focusing more on their social emotional development as they get accustomed to the new level and class, and.
- b) to develop a positive class spirit by establishing quality teacher-student and peer relationships.

Through this programme, the girls will engage in a variety of activities to build rapport with their Form/Co-Form teachers and classmates, and to strengthen their social emotional competencies. The focus for the Primary 5 girls will be to develop their self-awareness, self-regulation and relationship management skills. We hope that these meaningful back-to-school experiences will help them transit smoothly from the middle primary levels to the upper primary.

3. Students' Learning & Well-Being

- a) Please ensure that your daughter/ward has her breakfast daily before school starts. Breakfast is important in re-fuelling her body with energy and nutrients, kick-starting the day. If she misses breakfast, your daughter/ward may feel lethargic and tired. This can lead to her having difficulty concentrating and giving her best in school. Do note that your daughter/ward can bring along healthy snacks for her daily snack time at noon.
- b) Daily homework will be written on the whiteboard together with the dates of submission. Please encourage your daughter/ward to record homework details and reminders. This will help to strengthen her organisational skills.
- c) Do check your daughter's/ward's work on a regular basis to monitor her progress closely. The subject teachers will also be requesting your signature on her books/worksheets to acknowledge her learning progress regularly.
- d) If your daughter/ward is unable to attend school for a reason, please have her submit either an official medical certificate or a letter to explain her absence once she returns to school. Where assessments are concerned, she will need to submit an official medical certificate.
- e) The Form/Co-Form Teachers would have briefed the girls on the School Rules and Safety Guidelines found in the School Organiser 2018 by the first week. You are encouraged to reinforce the learning at home, and are requested to sign pages 21 and 27 to acknowledge that you too have read the guidelines.

- f) We would also like to find out more about your daughter/ward so that the teachers can better support her. Please complete the attached survey (Annex 1) and have your daughter/ward submit it to her Form Teacher by Friday 5 January.

4. **Class Timetable**

The class timetable has been distributed to all students on Tuesday, 2 January. In view of the Back-to-School Programme, the timetable will take effect from Friday 5 Jan. Kindly ensure that your daughter/ward packs her school bag with only necessary items for her lessons.

5. **Home-School Collaboration**

The school believes in working closely with you in your daughter's/ward's holistic development and to develop her potential. Our collaborative effort will enable us to work together to better support your child/ward in her journey.

A key communication tool used by the school is the Tok Tok Messenger app. Do refer to the website for instructions on its download and use (<http://chijourladyofthenativity.moe.edu.sg/information-for-parents/messaging-system>). The Tok Tok app will be used by the school for mass messaging from 12 Jan.

Should you have any concerns or require clarification, please contact your daughter's/ward's Form Teacher via email or Tel: 6385 2455. Alternatively, you may contact Miss Wendy Woo, Year Head (Upper Primary) at woo_kah_wai@moe.edu.sg.

Class	Form Teacher	Co-Form Teacher
5 Faith	Ms Angela Wan wan_yin_seong_angela@moe.edu.sg	Mdm Wong Yin Kheng Jessie jessie_tan_yin_kheng@moe.edu.sg
5 Grace	Mr Nizam zanizam_zaini@moe.edu.sg	Mdm Yeo Yet Tie yeo_yet_tie@moe.edu.sg
5 Hope	Mrs Elaine Lew fong_lai_cheng_elaine@moe.edu.sg	Miss Oh Soo Hwee oh_soo_hwee@moe.edu.sg
5 Joy	Ms Clara Lau lau_jing_yi_clara@moe.edu.sg	Mr Edwin Njoo njoo_kiat_chong_edwin@moe.edu.sg
5 Love	Mdm Tan Cheh Hia tan_cheh_hia@moe.edu.sg	Mdm Li Ning li_ning@moe.edu.sg
5 Peace	Mdm Audrey Tan tan_lee_hoon@moe.edu.sg	Mr Ng Yee Hong ng_yee_hong@moe.edu.sg
5 Truth	Mrs Jo Raj png_lay_koon_josephine@moe.edu.sg	Miss Zahidah Binti Mohd Nizar zahidah_a@moe.edu.sg

Thank you & God bless,

Ms Christina Teo
Principal

Survey Form for Pupils

Dear Parent / Guardian,

Please complete this survey. The valuable information that you will be providing serves as a preliminary platform for the Form/Co-Form Teachers to know more about your daughter/ward.

Name of pupil:		Class:	
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1) List four words that best describe your child's/ward's character.

2) What motivates your child/ward?

3) What upsets your child/ward?

4) What are child's/ward's interests or talents?

5) What are areas of development which your child/ward needs to work on?

6) Are there after-school activities for child/ward? Yes / No

If yes, what are the activities?

Day	Time	Nature of Activity

Thank you for your time.

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