



KHENG CHENG SCHOOL
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4 Jan 2023

KCS/2023/018

Dear Parents/Guardians,

A NEW YEAR AHEAD

We warmly welcome all our students back for a brand-new year of learning and growing in Kheng Cheng School, and especially the 240 Primary 1 students who will join the KCS family from today.



1. School Staff Updates

We bade farewell to the following staff who left us at the end of 2022. We thank them for their dedication and contributions to the school and wish them all the best in their future endeavours.

- *Miss Tay Man Hui*
- *Ms Wong Yee Yee*
- *Mdm Soh Shan Shan*
- *Mdm Tan Hwee Sang*
- *Mdm Kavitha d/o Marimuthu*
- *Mrs Sharon Choo (Subject Head/Partnership)*

We would also like to welcome the following staff who have joined our school:

- *Miss Ang Su-Juin (School Staff Developer)*
- *Ms Lee Yen Hong (Level Head/ Science)*
- *Mr Lee Qin Yi*
- *Ms Koh Meng Hoe*
- *Mr Cheong Tuck Wai*
- *Ms Jaime Chia Ai Lin*
- *Ms Zheng Liangneng*
- *Miss Devi d/o Krishnan*
- *Mr Tan Yong Siong, Lite*
- *Mr Raja Nazruldin*

2. School Hours, Punctuality & Snack Time

School hours in 2023 will start at 7.30 a.m. and we strongly encourage students to come early. Punctuality is a crucial life skill we want to imbue in our students. Our teachers take the students' daily attendance, and late-coming will be noted as part of a student's behavioural record.

Days	School Hours	Recess
Monday to Thursday	7.30 a.m. to 1.30 p.m.	1 st recess: 9.30 a.m. – 10.00 a.m. (P1, P3, P5) 2 nd recess: 10.00 a.m. – 10.30 a.m. (P2, P4, P6)
Friday	7.30 a.m. to 12.30 p.m. (P1 & P2) 7.30 a.m. to 3.00 p.m. (P3 to P6)	1 st recess: 9.00 a.m. – 9.30 a.m. (P2, P4, P6) 2 nd recess: 9.30 a.m. – 10.00 a.m. (P1, P3, P5) Lunch break for P3 to P6 on Fridays 1 st lunch: 11:00 a.m. – 11.30 a.m. (P4 & P6) 2 nd lunch: 11:30 a.m. – 12:00 p.m. (P3 & P5)

Most days will end at 1.30 p.m. The 10-minute Snack Time starting at 11.50 a.m. is important so that our students will continue to be energized. Do pack a healthy snack for them or encourage them to buy a snack from the school canteen before school or during recess for Snack Time.

3. School Attire

Students will wear the school uniform when in school. However, they are allowed to wear their PE attire throughout the day if they have PE lessons that day. Please refer to the School Handbook for details of the rules on the prescribed school uniform.

4. Communication Channels with Teachers

We strongly believe in home-school partnership. Teachers will communicate with parents on their preferred mode of communication, i.e. via email, Student Handbook, etc. Please note that teachers are not expected to provide their personal phone numbers to parents/guardians. Teachers will try their best to reply to queries within three working days. Kindly ensure teachers' well-being by keeping the communication within official school hours (7.30 a.m. to 5.00 p.m.). For urgent matters, such as those involving the safety and well-being of students, please contact the school's General Office (Tel: 6255 2502) during operating hours for assistance.

5. Rules on the use of Mobile Phones and Smart Watches in School

Mobile phones and smart watches must be switched off at all times and kept out of sight during all school activities (e.g. lessons, recess, CCA, etc). They may only be used at the security post, school gates, or with a teacher's permission. These devices are also prohibited in examination rooms.

6. Students' Birthday Celebrations in School

The celebration of students' birthdays with food purchased beyond the school premises is disallowed to avoid the possibility of health mishaps such as allergic reactions, etc. We also strongly discourage the gifting of goodie bags to others in the class for the same reason.

7. Students' Well-Being & Temperature Taking (AATEx)

Please note that the ATTEEx is conducted twice yearly, and it aims to:

1. maintain schools' preparedness to re-activate the attendance and temperature-taking regime should there be a need to, and
2. to educate students to be responsible for their own health and practise social responsibility.

The semesterly ATTEEx will be held in Term 1 Week 2 and Term 3 Week 1, in 2023. The first ATTEEx will be conducted on **Wednesday, 11 January**. Information on ATTEEx in Term 3 Week 1 will be provided nearer to the date.

8. Social Responsibility

Although SMMs have been further relaxed, we should continue to be vigilant and emphasise the importance of personal hygiene and social responsibility. Parents are reminded not to send their children to school if their child/ward is unwell with flu-like symptoms.

9. Remedial, Supplementary & Enrichment Classes

To complement the existing school curriculum and to provide varied learning experiences, the school will schedule enrichment courses for our students. Additionally, Primary 3 to 5 students who need support in their learning will be identified accordingly for remedial classes and the Primary 6 students will continue to have supplementary classes to support their learning. Remedial and supplementary classes for the different levels will start in the following weeks.

	English Language / Foundation English Language	Mathematics / Foundation Mathematics	Mother Tongue / Foundation Mother Tongue	Science / Foundation Science
Primary 3	Term 2 Week 1	Term 2 Week 1	Term 2 Week 1	Term 3
Primary 4	Term 1 Week 5	Term 1 Week 5	Term 1 Week 5	Term 1 Week 5
Primary 5	Term 1 Week 5	Term 1 Week 5	Term 1 Week 5	Term 1 Week 5
Primary 6	Term 1 Week 3	Term 1 Week 3	Term 1 Week 3	Term 1 Week 3

Form Teachers will inform you if your child is attending any of these programmes. If there are changes to the regular schedules, teachers will update both you and your child. Do communicate additional after-school activities and transport arrangements you have made, clearly to your child and their caregivers. All notifications and consent forms will be sent via Parents Gateway (PG).

10. Primary 5 Camp

The P5 camp will be conducted from 27 February to 1 March. It will be an overnight camp at MOE Changi Coast Outdoor Adventure Learning Centre. Activities include kayaking, artificial caving, rope course and hikes. We strongly encourage all P5 students to attend the camp. More details will be sent to parents via Parent Gateway (PG).

Yours sincerely,



Mdm Cheryl Tan
Principal

KHENG CHENG SCHOOL
CALENDAR OF ACTIVITIES 2023
SEMESTER 1

DATE	DAY	PROGRAMME / ACTIVITY	LEVEL	TIME
JANUARY				
3 Jan	Tue	Welcome P1 Back to School / Start of Term 1	P1	AM
4 Jan	Wed	Welcome P2 – P6 Back to School	P2-P6	AM
16 Jan	Mon	Commencement of Enrichment, Remedial and/or Supplementary	P2-P6	PM
23 – 24 Jan	Mon - Tues	Chinese New Year Public Holiday	All	-
30 Jan	Mon	P2 – P5 Parents Briefing	-	PM
31 Jan	Tue	P6 Parents Briefing	-	PM
FEBRUARY				
3 Feb	Fri	P1 Parents Briefing	-	PM
13 Feb	Mon	P3-P5 WA: EL/FEL LC	P3 – P5	AM
17 Feb	Fri	P6 CA EL/FEL & MT/FMT LC	P6	AM
20 Feb	Mon	P6 CA EL/FEL Paper 1 & 2	P6	AM
21 Feb	Tue	P6 CA MA/FMA Paper 1 & 2	P6	AM
22 Feb	Wed	P6 CA MT/FMT Paper 1 & 2 P3-P5 WA: MT/FMT LC	P6 P3 – P5	AM
23 Feb	Thur	P6 CA SC/FSC Paper 2	P6	AM
24 Feb	Fri	P6 CA HMT Paper 1 & 2 P3 & P5 WA: HMT	P6 P3 & P5	AM
27 - 28 Feb	Mon - Tue	P5 Camp Day 1 & 2	P5	-
MARCH				
1 Mar	Wed	P5 Camp Day 3	P5	-
10 Mar	Fri	Founder's Day cum Prize Giving Day	All	AM
11 - 19 Mar	-	Term 1 Vacation	All	-
20 Mar	Mon	Start of Term 2	All	-
APRIL				
3 & 6 Apr	Mon & Fri	P6 NAPFA Test (1.6 km run)	P6	PM
7 Apr	Fri	Good Friday Public Holiday	All	-
12 Apr	Wed	P6 NAPFA Test (5 stations)	P6	PM
17 - 21 Apr	Mon - Fri	P3-P5 WA: EL/FEL Oral	P3 - P5	-

24 Apr	Mon	Hari Raya Puasa School Holiday	All	-
25-28 Apr	Tue-Fri	P3-P5 WA: MT/FMT Oral	P3 to P5	AM
MAY				
1 May	Mon	Labour Day Public Holiday	All	-
2 May	Tue	P6 WA: HMT	P6	PM
4 May	Thur	P6 WA: SC/FSC	P6	PM
8 May	Mon	P3-P5 WA: SC/FSC P6 WA: EL/FEL	P3-P5 P6	AM PM
9 May	Tue	P5 WA: HMT	P5	PM
10 May	Wed	P6 WA: MT/FMT	P6	AM
11 May	Thur	P3-P5 WA: MA/FMA P6 WA: MA/FMA	P3-P5 P6	AM PM
22 May	Mon	Parent-Teacher Conference (No school for students)	All	-
23 May	Tue	Parent-Teacher Conference	All	PM
23 – 26 May	Tue - Fri	Learning Festival	All	AM
25 May	Thur	P5 & P6 INTER-CLASS SPORTS CARNIVAL	P5 – P6	AM
27 May	Sat	KCS Open House & CCA Fair	ALL	AM
27 May - 25 Jun	-	Term 2 Vacation	All	-
21 – 23 Jun	Wed - Fri	P6 Supplementary Lessons (Holiday)	P6	AM